



CITY OF KETCHUM, IDAHO

CITY COUNCIL MEETING

Monday, August 07, 2023, 4:00 PM

191 5th Street West, Ketchum, Idaho 83340

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:

Join us via Zoom (*please mute your device until called upon*).

Join the Webinar:<https://ketchumidaho-org.zoom.us/j/83475929709>

Webinar ID:834 7592 9709

- Address the Council in person at City Hall.
- 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: Pursuant to Idaho Code Section 74-204(4), all agenda items are action items, and a vote may be taken on these items.

COMMUNICATIONS FROM MAYOR AND COUNCILORS:

1. Public comments submitted

CONSENT AGENDA:

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

2. Recommendation to approve minutes of July 17, 2023 – City Clerk Trent Donat
3. Authorization and approval of the payroll register – Treasurer Shellie Gallagher
4. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills – Treasurer Shellie Gallagher
5. Recommendation to approve alcohol beverage licenses - Business & Tax Specialist Kelsie Choma

- [6.](#) Recommendation to approve Right-of-Way Encroachment Agreement 22871 for the placement of a paver driveway and maintenance of existing trees in the public right-of-way on 960 Rocking Horse Road - Project Manager Forsgren Associates Inc Robyn Mattison
- [7.](#) Recommendation to approve Right-of-Way Encroachment Agreement 22865 for the placement of telecommunications infrastructure in the public right-of-way in the northeast corner of Spruce Avenue and 4th Street - Project Manager Forsgren Associates Inc Robyn Mattison
- [8.](#) Recommendation to approve Right-of-Way Encroachment Agreement 22872 and Alley Maintenance Agreement 22874 for the 7th Street Townhomes - Associate Planner Paige Nied
- [9.](#) Recommendation to approve the work/live restrictive covenant template - Associate Planner Paige Nied
- [10.](#) Acceptance of the 200 Leadville administrative appeal and setting the schedule for the appeal briefing and hearing process - City Attorney Matt Johnson
- [11.](#) Recommendation to approve amendment of FAR Exceedance Agreement 20509 for 180 2nd Avenue - City Attorney Matt Johnson
- [12.](#) Recommendation to approve amended Right-of-Way Encroachment Agreement 22870 for the maintenance of existing and future landscaping features in the public right-of-way at 130 E River St - Associate Planner Adam Crutcher
- [13.](#) Recommendation to approve Utility Access Agreement 22875 at 110 Bear Ln with David and Michelle Duffield - Associate Planner Adam Crutcher
- [14.](#) Recommendation to review and approve Interlocal Agreement 23-017 between the City of Ketchum and City of Sun Valley for GIS Services - Director of Planning & Building Morgan Landers
- [15.](#) Recommendation to approve Extension Agreement 22876 with Mountain Rides Transportation Authority - City Administrator Jade Riley
- [16.](#) Recommendation to approve road closure for Community Library Special Event - "Book Around the Block" - Events Manager/Administrative Liaison Eryn Alvey
- [17.](#) Recommendation to approve Purchase Order 23126 to Univar Solutions USA, Inc. for polymer for the wastewater treatment plant - Wastewater Division Supervisor Mick Mummert
- [18.](#) Recommendation to approve Purchase Order 23127 for unexpected HVAC system repairs at City Hall - Facilities Maintenance Supervisor Juerg Stauffacher

PUBLIC HEARING:

- [19.](#) FY2023 Amended Budget Public Hearing and First, Second, & Third Reading of Ordinance 1250 - Treasurer Shellie Gallagher & City Administrator Jade Riley
- [20.](#) FY2024 Budget Public Hearing and First Reading of Ordinance 1251 – Treasurer Shellie Gallagher & City Administrator Jade Riley

NEW BUSINESS:

- [21.](#) Recommendation to approve Master Professional Service Agreement 23128 and Task Order #1 with Clarion Associates for Phase 1 of the comprehensive plan and code update project - Director of Planning & Building Morgan Landers
- [22.](#) Presentation of Sun Valley Economic Development Quarterly Report – Executive Director of Sun Valley Economic Development Harry Griffith
- [23.](#) Recommendation to approve Memo of Understanding 23-018 with Idaho Transportation Department and approve Purchase Order 23129 for Task Order #1 with Jacobs Engineering for Main St. Reconstruction - City Administrator Jade Riley

24. Policy discussion regarding City Trademarks - Mayor Neil Bradshaw

EXECUTIVE SESSION:

25. Executive Session pursuant to Idaho Code 74-206(1)(f): To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

ADJOURNMENT:

From: [Kerrin McCall](#)
To: [Participate](#); [Neil Bradshaw](#); [Amanda Breen](#); [Courtney Hamilton](#); [Jim Slanetz](#); [Michael David](#)
Subject: looking up?
Date: Monday, July 17, 2023 1:24:00 PM

To All who are elected to protect our community.

Did you notice or are you eyes clouded by money that our skies were beautifully clear during the Allen and Co.elites yearly invasion. Just prior to their private jet descent to our valley the chemtrail spraying was obvious. Long lasting stripes in the sky dumping poisonous chemicals upon us all. While they were here the spraying was halted for the pleasure of the elites. Then as soon as they flew away the spraying started once again. Last night before dark and surely though the night to bring on this weather system today.

It is shameful that our local elected officials turn a blind eye to this almost daily toxic cocktail. I have written you before and directed you to specific notated documentation of this concern. I have never received a response. It seems that you prefer to turn a blind eye to the this danger rather than take responsible, ethical action to protect your constituents, Earth's precious life systems, and yourselves.

Kerrin McCall

From: [Allison Goodwin](#)
To: [Kerrin McCall](#); heidi.husbands@haileycityhall.org; [Juan Martinez](#); [Doug Brown](#); [Chris Johnson](#); [Angenie McCleary](#); [Kathryn Goldman](#); kaz.thea@haileycityhall.org; [Alex Hughes](#); [Brad Dufur](#); [ed flory](#); [Dick Fosbury](#); [Keith Saks](#); martha.burke@haileycityhall.org; [Michelle Griffith](#); [Matthew A. Johnson](#); mpomeroy@co.blaine.id.us; jcarreiro@bellevueidaho.us; [Jane Conard](#); [Bridget](#)
Cc: [Participate](#); [Neil Bradshaw](#); [Amanda Breen](#); [Courtney Hamilton](#); [Jim Slanetz](#); [Michael David](#); [Jim Hungelmann](#)
Subject: Re: looking up?
Date: Monday, July 17, 2023 2:18:59 PM

Thank you Kerrin for your comments to Our Representatives. This is a Global issue that appears Local Community Representatives either are complicit, unaware of (aka head in the sand) or feel helpless with their hands tied. - If the latter is Your case, you need not be a Community Representative.

It's time for local communities to take a stand and Do Your Part to Halt The Poisoning of Our Planet,
Thank you.
Allison Goodwin
Ketchum, ID

On Mon, Jul 17, 2023 at 1:23 PM Kerrin McCall <kerrinmac@gmail.com> wrote:
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Kerrin McCall

From: [Ananda Kriva](#)
To: [Neil Bradshaw](#)
Cc: [Participate](#); [Amanda Breen](#); [Courtney Hamilton](#); [Jim Slanetz](#); [Michael David](#)
Subject: Re: CHEMTRAILS O"ER KETCHUM(July 17, 2023 Mtg)
Date: Monday, July 17, 2023 2:46:09 PM

We do have jurisdiction as to what's falling on our heads. Are we, then, becoming entrained puppy dogs, yielding freedom and health, awaiting pats on the head for our obedience, as our 'masters' toss the fetch toy of our liberty and fasten the neck collars ever more tightly? Our bite is stronger than their barking. This is a perennial spiritual battle that can be won by the soul, if we don't succumb to the promulgated lies of anemic scientism and technocracy's genocide. The scam and the sham of covid has been exposed and now the sharpened blade of discernment gained can be wielded victoriously against the rest of the muddled darkness. Happy to be alive and well in this "Best Apocalypse Ever". May the remaining years of your life be filled with Light.

On Mon, Jul 17, 2023 at 1:30 PM Neil Bradshaw <NBradshaw@ketchumidaho.org> wrote:

Thanks Ananda
We do not have jurisdiction over the skies
Open to ideas as to what action we could take
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 Jul 17, 2023, at 12:47 PM, Ananda Kriya <akashasv123@gmail.com> wrote:

Note: The spraying of chemtrails was suspended 3-5 days prior to the annual Allen & Co gathering at Sun Valley. Beautiful, pristine blue and sunny skies continued throughout the duration of the conference. Immediately following the conclusion of the event, on Sunday(yesterday), the spraying resumed. Geoengineered highly toxic chemtrailing has become an almost daily occurrence here. One need not be a shaman cloud-reader to get the message. Last winter a chemical engineer sent to a Seattle testing laboratory a mid-valley snow sample. The results were four times the recognised toxicity level of aluminum. Awareness is the rudimentary fulcrum of change,

however this pollution of our atmosphere has reached a level beyond simple acknowledgement. An initial step to be considered is a letter of cease and desist addressed to both state and federal governments. Being an almost 80 year aficionado of the snowflake, I have observed a traditional geometric hexagram-shaped snowflake disappearing and being replaced by a dull, amorphous blob which no longer releases a dynamic natural bio-energy(chi,prana or orgone). Blessings from inner worlds, Ananda Kriya

From: [City of Ketchum Idaho](#)
To: [Participate](#)
Subject: Form submission from: Contact Us
Date: Monday, July 17, 2023 5:17:56 PM

Submitted on Monday, July 17, 2023 - 5:17pm

Submitted by anonymous user: 174.204.8.211

Submitted values are:

First Name Plkno

Last Name Plachno

Email ketchum@plachno.net

Question/Comment

I am an IronMan and have been coming to Ketchum for two years to train (bike/run) in elevation on trails. I am very frustrated and disappointed with the e-bikes on the bike trails. I have had 2 incidents just this week with e-bikes on the trails at an excessive amount of speed for safety. Several others have said the same thing. E-bikes should be banned from the trails for safety reasons. I will be finding a new location in elevation for my training in the future.

The results of this submission may be viewed at:

<https://www.ketchumidaho.org/node/7/submission/11489>

From: [James Hungelmann](#)
To: [Jim Slanetz](#); [Courtney Hamilton](#); [Amanda Breen](#); [Neil Bradshaw](#); [Michael David](#); [Participate](#)
Subject: Fwd: looking up?
Date: Monday, July 17, 2023 6:01:55 PM

fyi for the record

----- Forwarded message -----

De: **James Hungelmann** <jim.hungelmann@gmail.com>
Date: lun, 17 jul 2023 a las 17:55
Subject: Re: looking up?
To: Neil Bradshaw <NBradshaw@ketchumidaho.org>
Cc: Allison Goodwin <allisongoodwin1@gmail.com>, admin@geoengineeringwatch.org <admin@geoengineeringwatch.org>, Kerrin McCall <kerrinmac@gmail.com>, Ananda Knuyu <akashasv123@gmail.com>, Participate <participate@ketchumidaho.org>, Dane Wigington <danew@frontier.com>

Oh, are you now, Neil?

For many years now, you have scorned, marginalized, and ridiculed those who have insisted on this issue on the public record and otherwise - refusing even to look up, and condemning those who do.

Several years ago I gave you and Council a book *What Is Up* that photographically laid it all out, exactly and irrefutably what has been going on here; do you still have it? I also told you, years ago, all about Dane Wigington's work. The Reply of the mayor and council? Dead Silence, on this and every critical issue, eg, Roundup the Roundup (get it outta here); Stop 5G Fast (locking children and all of nature in a microwave oven, for good?) ; Put That Needle Down (government vaccines coming at us) ; and, Strip search the elephant in the sky (the daily aerial biochemical dispersions for public ingestion).

I submit you remain legally and ethically duty-bound to watch the documentary *The Dimming* that shows the gravity of the high crimes - and is fit for consumption and understandable even by the most dimmed and dumbed down.

This Mayor and Council have seen fit to declare *Emergency!* and impose *choke out and poison* measures based on scam "evidence" and without a hint of due process, masking/ trapping every breath and free expression for two years, but you don't have the power (or is it not courage?) to look up and ask questions, for example, by letter to the governor, 'What the hell is up, Chief'? Maybe a patio pow-wow over coffee between assorted Ketchum masses and his Mighty Highness while here for the "Governor's Cup"? You have seen my two public-record submissions to you many months ago following the article in SV Magazine on "cloud seeding", but do let us know if you need additional help drafting . . . Or will our Canyon County-

based legal counsel that rubber stamped the choke out of *Idaho covidScam* handle that?

Despite the gravity of past errors, the Ketchum public seeks not retaliation but simply compliance with sanity and the rule of law. Those who can't step up to this sort of unpleasantry should resign or at least put the cowardly mask back on, *para siempre*, the sign of the savagely soiled sustainability sycophant who, consistent with the rule of law, is about to Get Run.

We hope you are up for the task; certainly the participation of other municipalities in the valley would be very desirable.

Thank you in advance, Neil, for your leadership.

Jim

El lun, 17 jul 2023 a las 14:48, Neil Bradshaw (<NBradshaw@ketchumidaho.org>) escribió:

THanks

I would be happy to meet with Dane and the rest of this group

I am keen to find out more

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

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On Jul 17, 2023, at 2:43 PM, Allison Goodwin <allisongoodwin1@gmail.com> wrote:

Thanks Neil,

I've copied an organization founded by a man I consider an Expert in this field and perhaps he - Dane Wigington or his representative will respond to us. I support open dialogue and awareness of GeoEngineering which sadly appears to be continually ongoing. And for Dane, if this reaches you, It was obvious here in Blaine County Idaho residents got a respite for around 10 days Coincidentally while a Conference produced by Allen & Company was here @ The Sun Valley Resort. The attendees are very influential members of Top Corporations Worldwide, most names All Recognize including GeoEngineering Promoter Bill Gates.

Ketchum Mayor, Neil Bradshaw has responded to our concerns and I thought it may help if Dane could point us in the best direction to bring awareness of these (toxic) programs and the interesting timing of No Seen spraying of aerosols at the exact time as Influential Corporate Executives happened to be in this valley.

Thank you all!!
Allison Goodwin

On Mon, Jul 17, 2023 at 2:28 PM Neil Bradshaw
<NBradshaw@ketchumidaho.org> wrote:

Thanks Allison and Kerrin
I am open to further conversations on this issue
As you know, none of our electeds have jurisdiction over the airspace above us
I would be interested in finding out more, and particularly establishing the facts and what possible actions are available to the various jurisdictions
Thanks for your emails
Neil

NEIL BRADSHAW | CITY OF KETCHUM

Mayor

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<allisongoodwin1@gmail.com> wrote:

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rather than take responsible, ethical action to protect your constituents,
Earth's precious life systems, and yourselves.

Kerrin McCall

--

~~~~~  
Allison Goodwin  
775.781.1837

**From:** [HP Boyle](#)  
**To:** [Participate](#)  
**Cc:** [editorialboard@mtexpress.com](mailto:editorialboard@mtexpress.com); [Andrew Guckes](#)  
**Subject:** PUBLIC COMMENT for City Council: Housing Action Plan: Ketchum Taxpayers Paying to House People who don't work in Ketchum (or even work at all)  
**Date:** Monday, July 17, 2023 6:22:24 PM

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Ketchum taxpayers have no idea that their money is being spent to house people who don't work in Ketchum.

The whole point to Ketchum voters was for the City to address the worker shortage by increasing housing options for Ketchum workers.

The Council talked about the need for housing so that restaurants don't shut down.

The Mayor had an editorial in the IME about how Bluebird was housing for essential workers That is how this program and the LOT was sold.

Yet that is not what is happening.

The City is not transparent about this (and the IME has done no reporting on it) and the staff has been spending Ketchum taxpayer money on housing for non-Ketchum workers. To wit:

- money to BCCF for non-Ketchum workers
- money spent on housing mediation for non-Ketchum workers
- money spent to house illegal immigrants
- Lease to Locals for long-term rentals to non-Ketchum workers
- Bluebird tenant preferences that non-workers

and now the City is progressing down the same road with its Deed Restricted Ownership Program.

The misdirection of funds seems intentional, starting with the Housing Action Plan.

That plan has a problematic definition of "Ketchum worker." You don't need to work in Ketchum to benefit. Indeed, you don't need to work at all.

- First, it does not define a worker as working in Ketchum but rather in the County.
- Second, it defines unhoused people as including people who have a commute of > 45 minutes.
- Third, it defines worker to include people who choose not to work
- Fourth, it doesn't require full-time work or even part-time work

This is all absurd.

From the Housing Action Plan posted on the Ketchum City website:

"Workforce

All adults in the household must meet one of the following criteria:

- An employee or contractor of a local entity in Blaine County, Idaho (at least 1,000 hours per year or an average of 20 hours per week) during their occupancy
- Pursuing work in Blaine County by:
  - applying for work with local businesses for up to four months
  - have a job offer from a local business
  - preparing for work by participating in job training, educational programs, or programs

- that assist people to obtain employment and become economically self-sufficient
- Meet one of the following exemptions:
    - retired person who, immediately preceding retirement, was a full-time employee of an entity located within Blaine County for at least five continuous years and continued living as a fulltime resident within Blaine County following their retirement
    - person unable to work or who does not have a work history due to qualifying for disability as defined by the Americans with Disabilities Act (ADA)
    - full-time, informal caregiver if either caregiver or care-recipient lived in Blaine County for at least the five previous continuous years
    - be a working spouse or partner of a person qualified under one of the first two sections of this

definition: Unhoused

Not housed, not having an address or residence.

Examples:

- Persons who live in their cars or campers
- Persons who live on others' couches
- Persons who have extremely long commutes (over 45 minutes one way).”

What is the purpose of the Ketchum Housing Action Plan? Wasn't it supposed to increase housing options for Ketchum workers to address the workforce shortage?

Where is the reporting on how this money is being spent?

- How many Ketchum workers have been helped, and at what cost?
- How much money has been spent on non-Ketchum workers?

This is a poorly managed program that operates in the shadows and is not even trying to achieve the mission sold to the voters.

Time to let some light in.

Perry Boyle  
Ketchum

**From:** [Amanda Breen](#)  
**To:** [Lisa Enourato](#)  
**Subject:** Fw: USPS situation  
**Date:** Wednesday, July 19, 2023 4:34:45 PM

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Public comment.

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**From:** Scott Desserault <[sdesserault@hotmail.com](mailto:sdesserault@hotmail.com)>  
**Sent:** Tuesday, July 18, 2023 8:17 AM  
**To:** Amanda Breen <[ABreen@ketchumidaho.org](mailto:ABreen@ketchumidaho.org)>  
**Subject:** USPS situation

Hi Amanda.

I hope all is well.

I wanted to check in with you regarding your conversations with the USPS/John McDonald regarding street delivery. I recall you being active on this topic a while back, but have not heard anything lately. The situation seems to be getting worse due to changes with Amazon's delivery protocols and moving to a mix of UPS/USPS for final delivery. John McDonald does not appear to be responsive to the community's need/desire for street delivery. To make matters worse, the pricing for the service we are receiving is degrading rapidly.

I am curious to get your thoughts on the situation and what, if anything, the larger community can do to force a change.

I look forward to hearing from you.

Scott

---

Scott Desserault  
105A Buss Elle Rd | PO Box 4844  
Ketchum, ID 83340  
(208)720-4690

**From:** [Neil Bradshaw](#)  
**To:** [Participate](#)  
**Subject:** Fwd: Bird Drive - Traffic Calming installation  
**Date:** Wednesday, July 19, 2023 11:19:20 AM

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## Public comment

### 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](mailto:nbradshaw@ketchumidaho.org) | [www.ketchumidaho.org](http://www.ketchumidaho.org)

Begin forwarded message:

**From:** Aly Swindley <[aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org)>  
**Subject: FW: Bird Drive - Traffic Calming installation**  
**Date:** July 19, 2023 at 10:35:27 AM MDT  
**To:** Kelli Trapp <[ktrapp@ketchumidaho.org](mailto:ktrapp@ketchumidaho.org)>, Neil Bradshaw <[NBradshaw@ketchumidaho.org](mailto:NBradshaw@ketchumidaho.org)>

### ALY SWINDLEY | CITY OF KETCHUM

Management and Communications Analyst

P.O. Box 2315 | 191 5<sup>th</sup> Street West | Ketchum, ID 83340

o: 208.727.5081 | f: 208.726.7812

[aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org) | [www.ketchumidaho.org](http://www.ketchumidaho.org)

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**From:** Steve <[steve@morconefamily.com](mailto:steve@morconefamily.com)>  
**Sent:** Tuesday, July 18, 2023 3:07 PM  
**To:** Aly Swindley <[aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org)>  
**Subject:** Re: Bird Drive - Traffic Calming installation

Thank you Aly, There has been an immediate effect and the project IS WORKING! From what I've learned the project as designed is proven through traffic studies to be the



most effective, all good. I think the new stop signs in the town core are working as well. Thank you to the street department, the city council and all the support staff.  
Steve

On Jul 17, 2023, at 2:09 PM, Aly Swindley  
<[aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org)> wrote:

Good afternoon!

Hopefully you've seen that the installation of the traffic calming project is underway!

...more painting and another 'pinch point' still to come.

It will take some getting used to, I'm sure – we've already heard a few positive and negative reactions.

Please let me know your thoughts on the matter as the summer progresses.

We're compiling all feedback to report to the Traffic Authority later in the season.

Take care!

Cheers,

Aly

**ALY SWINDLEY | CITY OF KETCHUM**

Management and Communications Analyst

P.O. Box 2315 | 191 5<sup>th</sup> Street West | Ketchum, ID 83340

o: 208.727.5081 | f: 208.726.7812

[aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org) | [www.ketchumidaho.org](http://www.ketchumidaho.org)

<West Ketchum roundabout.jpg><West Ketchum markers.jpg><West Ketchum markers 2.jpg>

**From:** [Ananda Kriva](#)  
**To:** [Neil Bradshaw](#); [Jim Slanetz](#); [Michael David](#); [Amanda Breen](#); [Courtney Hamilton](#); [Participate](#)  
**Subject:** Fwd: Are Chemtrails and Climate Geoengineering Real?  
**Date:** Wednesday, July 19, 2023 11:53:17 AM

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----- Forwarded message -----

**From:** **Dr. Mercola from Mercola Health Newsletter** <[mercolanls@substack.com](mailto:mercolanls@substack.com)>  
**Date:** Wed, Jul 19, 2023 at 4:11 AM  
**Subject:** Are Chemtrails and Climate Geoengineering Real?  
**To:** <[akashsv123@gmail.com](mailto:akashsv123@gmail.com)>

[Open in app or online](#)

# Are Chemtrails and Climate Geoengineering Real?

JUL 19



SHARE



## TOP STORY

### [Are Chemtrails and Climate Geoengineering Real?](#)

Robert F. Kennedy Jr. recently interviewed Dane Wigington, founder of GeoengineeringWatch.org, about climate engineering's hidden role in climate change, as the White House considers it to block sunlight to Earth. What's really behind climate change and what's the bottom line on chemtrails?



Advertisement

## Trending Glutathione That Offers 3x Greater Absorption

Glutathione plays many important roles in your body, including helping your body protect itself from oxidative stress, promoting healthy aging and supporting your body's healthy detoxification processes. Problem is the bioavailability of glutathione is typically very low, but we got you covered - take your health to the next level with this sought-after antioxidant exclusively designed for maximum absorption with our advanced liposomal technology.



## TRENDING NEWS

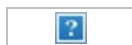
### Messenger RNA Vaccines in Meat Animals

mRNA injections are already used in pigs and could make their way to cattle next. Read why some cattle groups are urging for caution over the use of these experimental shots in livestock.



### What Is Oil Pulling?

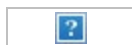
The practice started close to 3,000 years ago to reduce bad breath and strengthen teeth and gums. Today, research demonstrates the excellent results you can experience without dangerous chemicals or risk of illness. Use this oil for even more benefits.



## HOT

### Breaking News: What You Need to Know

Up-to-date info on the latest health-related news happening in the world.





Advertisement

### Reach for a Healthier Option With Organic Snack Bars

Made from wholesome, organic ingredients - without artificial sweeteners, GMOs, gluten or soy protein isolate - these snack bars are perfect for travel or when you need a quick pick-me-up treat. Sink your teeth into their soft, chewy texture, and taste the delightful difference of our gourmet bars.



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**From:** [Kerrin McCall](#)  
**To:** [Participate](#)  
**Cc:** [allison Goodwin](#); [James Hungelmann](#); [Ananda Kniyu](#)  
**Subject:** gfeopengineering  
**Date:** Wednesday, July 19, 2023 1:23:16 PM

---

Attention Ketchum City Council:

As we continue this conversation on chemtrails and geoengineering here is a n interview with RFK Jr. and Dane Wigginton. Please watch for your education. “Blocking Sunlights is not a conspiracy theory” Proof that chemtrailng is happening.

Thank you, Kerrin

[https://articles.mercola.com/sites/articles/archive/2023/07/19/climate-engineering.aspx?ui=541fff4684418d88feab650b6ec3924212b9ee73a40688e2ba4f81d211fdede6&sd=20141203&cid\\_source=dnl&cid\\_medium=email&cid\\_content=art1ReadMore&cid=20230719\\_HL2&foDate=true&mid=DM1435854&rid=1859469233](https://articles.mercola.com/sites/articles/archive/2023/07/19/climate-engineering.aspx?ui=541fff4684418d88feab650b6ec3924212b9ee73a40688e2ba4f81d211fdede6&sd=20141203&cid_source=dnl&cid_medium=email&cid_content=art1ReadMore&cid=20230719_HL2&foDate=true&mid=DM1435854&rid=1859469233)

**From:** [City of Ketchum Idaho](#)  
**To:** [Participate](#)  
**Subject:** Form submission from: Contact Us  
**Date:** Monday, July 24, 2023 9:30:25 AM

---

Submitted on Monday, July 24, 2023 - 9:30am

Submitted by anonymous user: 184.183.118.100

Submitted values are:

First Name Fritz & Michele

Last Name Grabher

Email grabher1@msn.com

Question/Comment

Greetings,

Regarding the attempt to reduce speed on Bird & 4th Ave, we find it totally unattractive and not practical.

IT'S NOT CONDUCIVE FOR FIRE TRUCKS, SNOW PLOWS AND SEMI TRUCKS. We are not against the round about; however, it's too small.

The sticks should be replaced by speed bumps as in front of Hemingway School on 8th St. West.

We have lived on 4th Ave since 1978 and are not aware of any accidents on 4th.

Please consider our requests to keep West Ketchum, West Ketchum.

It would be greatly appreciated and more cost effective for the taxpayers.

Kindly,

Michele & Fritz Grabher, 360 4th Ave No & 400 4th Ave No #1 & 2, Ketchum, ID

The results of this submission may be viewed at:

<https://www.ketchumidaho.org/node/7/submission/11508>

**From:** [City of Ketchum Idaho](#)  
**To:** [Participate](#)  
**Subject:** Form submission from: Contact Us  
**Date:** Wednesday, July 26, 2023 3:35:09 PM

---

Submitted on Wednesday, July 26, 2023 - 3:35pm

Submitted by anonymous user: 185.203.218.15

Submitted values are:

First Name Todd

Last Name Trettin

Email tdtslc@msn.com

Question/Comment

It is concerning that Ketchum has fail to install nay high speed electric chargers fior EV vehicles. The community relies on tourism to support ther locals yet you have failed to support a clean air solution to transportation. Please install multiple high speed chargers for all EV vehicles.

Thanks

The results of this submission may be viewed at:

<https://www.ketchumidaho.org/node/7/submission/11520>



**From:** [Courtney Hamilton](#)  
**To:** [Participate](#); [Aly Swindley](#); [Kelli Trapp](#)  
**Subject:** Fwd: West Ketchum traffic calming devices  
**Date:** Thursday, July 27, 2023 3:43:49 PM

---

**COURTNEY HAMILTON | CITY OF KETCHUM**

City Council Member

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

mobile: 208.481.1211

[[chamilton@ketchumidaho.org](mailto:chamilton@ketchumidaho.org)][chamilton@ketchumidaho.org](mailto:chamilton@ketchumidaho.org) | [www.ketchumidaho.org](http://www.ketchumidaho.org)

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**From:** Beverley Robertson <beverley1@mac.com>  
**Sent:** Thursday, July 27, 2023 2:21:37 PM  
**To:** Brian Christiansen <BChristiansen@ketchumidaho.org>  
**Cc:** Neil Bradshaw <neil.bradshaw@mac.com>; Courtney Hamilton <CHamilton@ketchumidaho.org>; Amanda Breen <ABreen@ketchumidaho.org>; Michael David <mdavid@ketchumidaho.org>; Jim Slanetz <jslanetz@ketchumidaho.org>  
**Subject:** West Ketchum traffic calming devices

Dear City of Ketchum Street Dept, and City Council members:

I was going to stop by your offices recently to give my feedback but decided perhaps having this in writing would be more useful.

I have lived in West Ketchum for twenty years, on Bordeaux St, then Hideaway Lane, and most recently on Wood River Dr these past six years.

Back in 2020, I noticed a big increase in speeding along Fourth Avenue and Bird Drive after a yellow line was painted down the centre of the street. I believe that happened earlier on during covid. During that time I was out walking my dog three times every day (when there was nothing available to do in town and the trails were still too muddy) and I found that the yellow line really seemed to alter people's driving habits for the worse. I wondered at the time whether it had to do with the yellow line being something of a visual cue that this was a main road, not just another quiet neighbourhood street. Obviously that is just a guess, but there was something about the appearance of that line that coincided with noticeably increased speeds.

And I remember all the "slow down" messages that were spray-painted on that road (or maybe it was on Williams St) around that time, as well. That happened after the appearance of the yellow line. No one I know around here had any idea why a line was painted in the first place, either.

I wondered whether people would slow down after the fairly recent re-surfacing—thus removing the yellow line, thankfully—but I suppose that was not the case, given all these so-called traffic calming devices that have been recently installed.

What I have noticed on many occasions already are vehicles that appear to be taking those single-lane road-narrowing systems as personal challenges—as in: how *quickly* can I drive

through that thing? Can I do it without slowing down *at all*? It is actually pretty upsetting to see, to be honest. And I have seen 5B vehicles, other Idaho plates, and plates from various states all doing the same thing. I am truly dismayed by this turn of events.

And then, you added a stop sign at Buss Elle and Fourth Ave, but removed the one going south on Fourth Ave at that same intersection. I always liked that stop sign because I felt *that* was what slowed folks down somewhat as they zoomed along Fourth Ave going south, especially if they weren't planning to turn left onto 6th Street into town.

As for the roundabout, I am a big fan of them in general, having lived several years in Sydney Australia where one can drive through the inner suburbs with barely a stop sign thanks to thoughtfully placed roundabouts. However, as I mentioned, I walk extensively throughout West Ketchum and I have rarely had an issue at that intersection with excessive speeding, and frankly the whole structure and system of posts seems like massive overkill.

And after all that, if you perceive these devices to work, what happens when it snows for the first time? I hope that, if you decide to permanently keep the roundabout and lane narrowing devices, you will consider making them *substantially* less obtrusive, and simpler to manage year-round. That is, I wouldn't see the point of traffic-calming devices that were simply seasonal, since it is really in winter when the walking in West Ketchum becomes particularly treacherous given the lack of sidewalks, the need to contend with very icy conditions, and the extensive snow berms that jut out into the streets and severely limit visibility.

Just today I noticed you have painted crosswalks—three of them!—on the south end of Wood River Dr as it approaches the bike path from the west. Holy moly. It seems quite random to introduce those crosswalks while leaving every other west Ketchum intersection crosswalk-free. And as far as I can tell, pedestrians and their unleashed dogs walk willy-nilly through the streets anyway, and cross when- and wherever they please, so I'm not really seeing what the addition of those crosswalks will accomplish, other than being a confusing distraction at that single intersection. There is a lot more traffic around the post office, for example, yet *these* new ones are the crosswalks that get painted first?

And finally, after all this traffic calming, you have removed the stop sign at the intersection of Wood River Dr and the bike path. If anyone on the path is not paying attention—which includes 100% of unleashed dogs who certainly don't heed human signs—they will be the ones to pay dearly for their mistake if they collide with a moving car. I cannot imagine *not* stopping my car there after everything I've seen over the years, and I will continue to do so.

The problem will be that there will always be drivers who are visitors to the area and who, of course, will not realize they need to be extra-careful at the bike path intersection. Removing this stop sign strikes me as foolhardy. Yes, it's a bit of a pain to have to stop your car there, but shouldn't we always favour protecting pedestrians over making driving a tad quicker?

I would hate to think you are over-spending on all these glitzy changes when they appear at least partially ineffective and, possibly worse, like a red flag to a bull in the case of the lane-narrowing structures. This set of changes feels much like a solution in search of a problem, and perhaps few serious dips in the road (the kind that *truly* force a vehicle to slow down) seems like a simpler year-round option, for example.

I would be very interested to learn what the City is learning about the effectiveness of these changes, both traffic-wise and cost-wise, and hope that you will take into consideration the

input of year-round locals who drive—and walk and cycle!—here all the time. Will you consider making information available at your website as your experiment proceeds, so that we can clearly know, understand and participate in what is going on, well ahead of you making any final decisions?

Thanks for your consideration.

Beverley Robertson  
595 Wood River Dr  
Ketchum ID 83340

**From:** [Chris Leman](#)  
**To:** [Neil Bradshaw](#)  
**Cc:** [Participate](#); [Amanda Breen](#); [Michael David](#); [Jim Slanetz](#); [Laurie Leman](#)  
**Subject:** West Ketchum traffic calming work  
**Date:** Saturday, July 29, 2023 7:15:16 AM

---

Dear Mayor Bradshaw and Council members Hamilton, Breen, David, and Slanetz,

I want to thank you for implementing test traffic calming devices in west Ketchum. We live on Bordeaux Street and appreciate that traffic on the adjacent streets that we use to get to our home are slowed now by the project. My wife Laurie and I are in favor of such approaches to slowing traffic down and to making driving less convenient. We drive cars and trucks, but we walk and ride our bikes a lot too. We want it to be easier and safer for us to choose to walk or bike. We want our city to develop infrastructure and systems that encourage us to get out of our cars more often. Less driving of cars and trucks and more walking and cycling about to get to where we are going.

We have devoted years and millions in treasure to accommodate motorists in large vehicles. We like that we are shifting our attitudes toward a more diverse use of our transportation infrastructure with an eye toward slowing down and enjoying what we have here. Please keep up the good work.

PS please continue to help us make walking and biking between town and west Ketchum easier and safer going forward.

Best, Chris Leman, 162 Bordeaux Street, Ketchum. (208) 720-7713

--  
Chris Leman  
(208) 720-7713  
trails, trails, trails (& snowboarding)

**From:** [Jeffrey Kingston](#)  
**To:** [Participate](#)  
**Subject:** Ore wagons  
**Date:** Monday, July 31, 2023 3:57:32 PM  
**Importance:** High

---

Gentlemen

There is a problem on 5<sup>th</sup> street near Akinsons. As you know the Bluebird construction has taken away a large number of parking spaces in the most crowded part of town. Now in that same area, the ore wagons are now on the street taking away even more spaces. In the past the wagons have been put on display for about a week before Labor day. I was told today that they want to have them on display taking away those parking places for more than a month. That is completely unreasonable. We can't have both Bluebird construction and the wagons impacting this parking critical area in the middle of tourist season. Has anybody devoted even a moment of thought to what is going on????? People are circling around at peak times searching for a park.

Frankly considering the construction this might be the year when the wagons stay inside until needed for the parade.

Sincerely,

Jeffrey Kingston

**From:** [H Boyle](#)  
**To:** [Participate](#)  
**Cc:** [editorialboard@mtexpress.com](mailto:editorialboard@mtexpress.com)  
**Subject:** For public comment to Council on housing subject  
**Date:** Wednesday, August 2, 2023 9:53:30 AM

---

Have you read this? Does it make sense to you as officials elected to represent the interest of City of Ketchum residents in your fiduciary capacity?

1. BCHA personnel are City of Ketchum employees? Why aren't they BCHA employees? Why do Ketchum residents bear the costs of staffing BCHA? Other cities do not.
2. How can BCHA advertise open positions that are City of Ketchum employees in positions that have not been approved by the Council? This is terrible governance process and inconsistent with your fiduciary responsibilities.
3. City of Ketchum taxpayers are on the hook to pay for housing mediation services throughout Blaine County. Has any of this money been spent on Ketchum residents? How is this consistent with the Council's fiduciary duty? Where is the transparency of reporting on this program?
4. The City of Ketchum plans to employ people at Ketchum taxpayer expense who do not work in Ketchum nor work on Ketchum housing issues. How is this consistent with the Council's fiduciary duty?

It is time for the Council to regain control of taxpayer money from a Housing Strategist who has "gone rogue."

Begin forwarded message:

**From:** City of Ketchum <housing@ketchumidaho.org>  
**Date:** August 1, 2023 at 4:01:27 PM MDT  
**To:** Boylehp@yahoo.com  
**Subject:** Housing Matters Newsletter August 2023  
**Reply-To:** City of Ketchum <housing@ketchumidaho.org>

[View this email in your browser](#)



## Blaine County Housing Authority Update

### **BCHA available units:**

Two affordable, 2-bedroom rentals becoming available in Ketchum. These are for two-person households earning under \$80,600, up to a five-person household earning under \$90,650 (See Income [Category 4](#) for more details). Also, becoming available in Ketchum, a one-bedroom for an individual earning up to \$47,000 or two-person household earning up to \$53,700 (See Income [Category 3](#) for more details). Please submit an application at [www.BCOHA.org](http://www.BCOHA.org) to be considered for these availabilities!

**BCHA/The City of Ketchum is HIRING!** Currently accepting applications for a detail-oriented Program Administrator and a visionary, strategic Housing Coordinator. More information found, [here](#).

**BCHA is MOVING!** Our office will be shared with the Blaine County Charitable Fund and located at The Merriweather Building in Hailey (above Java). We look forward to seeing you there!

## COMMUNITY NEWS

**The Housing Mediation Project:** The mediation team wrapped up a 40-hour Basic Mediation training for representatives of The Advocates, Blaine County Charitable Fund, The Housing Company (manages Blaine Manor and some of ARCH's properties), and the Hunger Coalition. To date, the Mediators also provided a nine-hour conflict resolution course, a lunch and learn, and Eviction Law training.

No-cost mediation is offered to help landlords and tenants resolve housing-related issues without filing an eviction. Landlords may receive late and no-rent payments, save time, avoid legal and court fees, and avoid court. Tenants may avoid an eviction filing on their public record, maintain housing, and reduce disruption if moving is required. During mediation, trained, neutral mediators help the parties find a mutually acceptable and voluntary resolution. Learn more [here](#).

Attorney Lee Ritzau describes his experience:

"I had the pleasure of working with Mandy Heward of the Neuro Mediation Group in a mediation resulting from an Unlawful Detainer [eviction] case I pursued on behalf of a client. Mandy provided excellent work and communication in an attempt to get the case resolved without requiring the parties to attend a trial."

**Hailey and Ketchum aim to launch a pilot ownership program:** Hailey is launching a buy-down program in partnership with ARCH Community Housing Trust. [Read story here](#).

Ketchum is nearing launch of an Ownership and Preservation Program pilot program to assist in homeownership and community stabilization for moderate income households who live or work here. [Read story here](#) and [analysis here](#). At the July 17th Ketchum City Council meeting, City staff posed key policy questions on the pilot, which would provide a substantial cash incentive to restrict occupancy of a property to locals (potentially 10% to 30% of the market value of the home). Based on City Council direction, the proposed pilot program will limit participants to local owner occupants, including both new and existing homeowners.

City staff will develop two deed-restrictions for the program that would:

1. Cap appreciation and the resale value of the home, for a larger incentive.
2. Provide a lighter restriction that would not set limits on appreciation or resale value.

Participants will have the option to choose the restriction and incentive that is best suited for them. City staff aim to bring the policies to the City Council for approval on August 21.

## INTERESTING READS

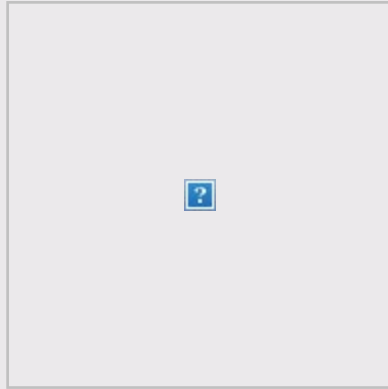
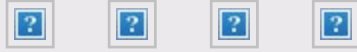
- [“Low Cost Rentals have Decreased in Every State”](#) by Harvard’s Joint Center for Housing Studies, July 2023. Between 2010 and 2019, Ketchum lost 335 long-term rentals and Blaine County lost 500 long-term rentals (U.S. Census: ACS 5-Year Estimates for 2010 and 2019 data).
- [“Is Airbnb allowed in your building?”](#) the Gothamist, July 2023: NYC attempts to systematize buildings who register for a “Prohibited Building List”. While local governments in Idaho can’t outright ban short-term rentals, HOAs and property managers can. Doing so would assist new owner occupants' access [financing](#) and assist our community with the housing crisis.
- [“How Philadelphia Kept Thousands of Tenants From Being Evicted”](#) by The New York Times, July 2023. Since the launch of a mediation program in Blaine County last winter, the Mediation team has conducted mediations between 12 families and landlords with 10 agreements reached, including one lease renewal, seven tenants remaining in their rental longer, and three payment plans. Find out about Blaine County’s voluntary mediation program [here](#).
- [“Who killed affordable housing?”](#) Science Vs. podcast, June 2023. Short answer – it’s complicated and a range of factors contribute.
- [“Where are King County’s homeless residents from?”](#) by the Seattle Times, July 2023. Study in Seattle corroborates evidence that 70% of homeless people are from the county where they seek services. This increases to over 90% when including surrounding counties. These statistics mirror findings from an analysis of studies and nationwide causes of homelessness – the takeaway is that homelessness is caused by a lack of affordable housing ([“Homelessness is a Housing Problem”](#)).

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**Stay in the Loop**

**ProjectKetchum.org**





### City of Ketchum

PO Box 2315 | Ketchum, Idaho | 83340  
208.726.3841 | [ProjectKetchum.org](http://ProjectKetchum.org)

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City of Ketchum · 191 5th Street West · Ketchum, ID 83340 · USA



**CALL TO ORDER:** *(00:00:14 in video)*

Mayor Bradshaw called the meeting of the Ketchum City Council to order at 4:00 p.m.

**ROLL CALL:**

Mayor Neil Bradshaw  
Michael David  
Courtney Hamilton  
Jim Slanetz  
Amanda Breen—Absent

**ALSO PRESENT:**

Jade Riley—City Administrator – *via teleconference*  
Trent Donat—City Clerk & Business Manager  
Lisa Enourato—Public Affairs & Administrative Services Manager  
Matt Johnson—City Attorney – *via teleconference*  
Shellie Gallagher—City Treasurer  
Aly Swindley—Management & Communications Analyst  
Jamie Shaw—Chief of Police  
Bailee Ancona—Deputy City Treasurer  
Kelsie Choma—Business & Tax Specialist  
Carissa Connelly—Housing Director  
Morgan Landers—Director of Planning and Building  
Abby Rivin—Senior Planner  
Adam Crutcher—Associate Planner  
Tripp Hutchinson—Planning Intern  
Gio Tognoni—Water Division Manager  
John Barrutia—Engineer Consultant  
Sherri Newland—City Engineer  
Jamie Shaw—Chief of Police  
Rian Rooney—Housing Fellow

**COMMUNICATIONS FROM MAYOR AND COUNCIL:**

- Jim Slanetz commented on cloud seeding, and chem trails, wondering what we can do at a local level. *(00:00:50 in video)*
- Mayor Bradshaw responded that obtaining more information would be beneficial to establish facts, and what, if any, actions the city can take. *(00:01:23 in video)*
- Courtney Hamilton commented on the improvement of Bird Drive traffic project is under way. Mentioned comments she's hearing about unsafe biking habits in town. She

inquired about our window ordinance as she has received comments that the ordinance is making it difficult to purchase new windows. *(00:01:45 in video)*

- Michael David commented that he supports those using bikes for transportation. He doesn't solely blame the bikers, believes driving habits, pedestrians and bikers need to have more education as to safe navigation of the city. He commented on the Serenade intersection. He is disappointed that ITD is not backing the roundabout. He supports Jade and Neil in the quest for the roundabout. *(00:03:46 in video)*
- Mayor Neil Bradshaw asked that the public send their comments in regarding the Bird Drive traffic project. He thanked everyone for their support of Jazz in the Park and announced the last Ketch'em Alive will be August 15, at the Warm Springs Preserve, as well as being the rescheduled Summer Solstice. *(00:06:57 in video)*

**CONSENT AGENDA:**

- Mayor Bradshaw asked for some clarification on item #11, purchase order #23122. *(00:07:49 in video)*
- Gio Tognoni addressed questions by the council and provided information. *(00:08:28 in video)*

**Motion to approve consent agenda.** *(00:09:53 in video)*

**MOVER:** Courtney Hamilton

**SECONDER:** Michael David

**AYES:** Michael David, Courtney Hamilton, Jim Slanetz

**RESULT: ADOPTED UNANIMOUS**

**PUBLIC HEARING:**

**12.** Recommendation to hold public hearing and approve the 425 River Run Drive Lot Line Shift Application. *(00:10:06 in video)*

Presented by: Abby Rivin

**Public Comment Open:** *(00:10:32 in video)*

*none*

**Public Comment Closed:** *(00:10:45 in video)*

**Motion to approve the 425 River Run Drive Lot Line Shift Application P23-025 subject to conditions one through two.** *(00:10:57 in video)*

**MOVER:** Courtney Hamilton

**SECONDER:** Jim Slanetz

**AYES:** Michael David, Courtney Hamilton, Jim Slanetz

**RESULT: ADOPTED UNANIMOUS**

**13.** Public hearing on amended fiscal year 2023 budget.

Presented by Jade Riley: *(00:11:45 in video)*

**Public Comment Open:** *(00:20:05 in video)*

none

**Public Comment Closed:** (00:20:21 in video)

**Motion to direct staff to schedule the first, second and third readings of the amended budget.**  
(00:21:04 in video)

**MOVER:** Michael David

**SECONDER:** Courtney Hamilton

**AYES:** Michael David, Courtney Hamilton, Jim Slanetz

**RESULT: ADOPTED UNANIMOUS**

**14.** Public hearing on fiscal year 2024 budget. (00:22:25 in video)

Presented by: Mayor Neil Bradshaw

Jade Riley was unable to connect via teleconference.

**Public Comment Open:** (00:44:34 in video)

none

**Public Comment Closed:** (00:44:52 in video)

**Questions, comments, and discussion by Council and Housing Director** (00:45:11 in video)

**Motion to adopt the proposed budget as presented and schedule for the first reading.**  
(00:50:52 in video)

**MOVER:** Courtney Hamilton

**SECONDER:** Jim Slanetz

**AYES:** Michael David, Courtney Hamilton, Jim Slanetz

**RESULT: ADOPTED UNANIMOUS**

**15.** Recommendation to hold a public hearing and adopt Resolution 23-009 adopting fees and fee schedules for all city departments.

Presented by: Jade Riley (00:51:09 in video)

**Questions, comments, and discussion by Council** (00:52:33 in video)

**Public Comment Open:** (00:53:42 in video)

none

**Public Comment Closed:** (00:54:02 in video)

**Motion to adopt Resolution 23-009 adopting fees and fee schedules for all city departments.**  
(00:54:08 in video)

**MOVER:** Courtney Hamilton

**SECONDER:** Jim Slanetz

**AYES:** Michael David, Courtney Hamilton, Jim Slanetz

**RESULT: ADOPTED UNANIMOUS**

**NEW BUSINESS:**

**16.** Recommendation to continue the Lease to Locals Program through contract for services

with Placemate. (00:54:30 in video)  
Presented by: Housing Director Carissa Connelly

**Questions, comments, and discussion by Council** (00:55:04 in video)

**Motion to approve the contract for services 23123 with Placemate.** (01:14:43 in video)

**MOVER:** Michael David

**SECONDER:** Courtney Hamilton

**AYES:** Michael David, Courtney Hamilton, Mayor Neil Bradshaw

**ABSTAINED:** Jim Slanetz

**RESULT: ADOPTED** with Mayor Neil Bradshaw's vote

**17. Discussion to provide direction on Ownership and Preservation Program.**

Presented by: Rian Rooney (01:16:04 in video)

**Questions, comments, and discussion by Council** (01:34:28 in video)

Joined by Rian Ronney and Carissa Connelly

**ADJOURNMENT:**

**Motion to adjourn** (02:08:57 in video)

**MOVER:** Courtney Hamilton

**SECONDER:** Jim Slanetz

**AYES:** Michael David, Courtney Hamilton, Jim Slanetz

**RESULT: UNANIMOUS**

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Neil Bradshaw, Mayor

**ATTEST:**

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Trent Donat, City Clerk

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 | Purchase Order Number |
|--------------------------------------------------------|----------------|---------------------------------------------------|--------------------|-----------------------|
| <b>GENERAL FUND</b>                                    |                |                                                   |                    |                       |
| <b>01-3700-3600 REFUNDS &amp; REIMBURSEMENTS</b>       |                |                                                   |                    |                       |
| ALPINE ENTERPRISES, INC                                | 072523         | ROW ENCROCHMENT PERMIT REFUND                     | 150.00             |                       |
| SOFTCHOICE CORPORATION                                 | 072123         | REFUND OF OVERPAYMENT OF TAXES - #7073 BT         | 180.00             |                       |
| Total :                                                |                |                                                   | 330.00             |                       |
| <b>ADMINISTRATIVE SERVICES</b>                         |                |                                                   |                    |                       |
| <b>01-4150-3100 OFFICE SUPPLIES &amp; POSTAGE</b>      |                |                                                   |                    |                       |
| APEX INTEGRATED SECURITY S                             | 00038247       | KEYFOBS                                           | 306.50             |                       |
| COPY & PRINT, L.L.C.                                   | 125967         | AVERY LABELS                                      | 7.96               |                       |
| COPY & PRINT, L.L.C.                                   | 1267792        | SIGNATURE STAMP                                   | 55.56              |                       |
| COPY & PRINT, L.L.C.                                   | 126803         | FLASH DRIVE, PENS, BATTERIES                      | 186.57             |                       |
| GEM STATE PAPER & SUPPLY                               | 1099713-01     | LIQUID COFFEE CREAMER                             | 57.76              |                       |
| GEM STATE PAPER & SUPPLY                               | 1100172        | CORELESS TISSUE                                   | 65.82              |                       |
| <b>01-4150-4200 PROFESSIONAL SERVICES</b>              |                |                                                   |                    |                       |
| CINTAS                                                 | 4159977979     | MATS FOR CITY HALL                                | 34.99              |                       |
| DIXON RESOURCES UNLIMITED                              | 3670           | ON CALL PARKING SUPPORT SERVICES JUNE 2023        | 1,576.25           |                       |
| BD CONSULTING LLC                                      | KET 2023-10    | FINANCIAL CONSULTING SERVICES                     | 127.50             | 23048.1               |
| <b>01-4150-4800 DUES, SUBSCRIPTIONS &amp; MEMBERSH</b> |                |                                                   |                    |                       |
| ASSOCIATION OF IDAHO CITIES                            | 11862          | FY 2024 AIC MEMBERSHIP DUES                       | 1,421.20           |                       |
| ASSOCIATION OF IDAHO CITIES                            | 12052          | ICCTFOA Membership Dues                           | 90.00              |                       |
| ASSOCIATION OF IDAHO CITIES                            | YM200010438    | 2023 ADULT DELEGATE REGISTRATION FEE - JADE RILEY | 365.00             |                       |
| INTERNATIONAL INSTITUTE OF                             | 15488 070623   | IIMC MEMBERSHIP FEE                               | 150.00             |                       |
| <b>01-4150-5100 TELEPHONE &amp; COMMUNICATIONS</b>     |                |                                                   |                    |                       |
| CENTURY LINK                                           | 2087264135F 8  | 2087264135F 8622-ORIGINAL INVOICE CREDIT          | 783.90-            |                       |
| CENTURY LINK                                           | 2087265574 24  | 2087265574 240B 071323                            | 66.32              |                       |
| INTEGRATED TECHNOLOGIES                                | 220893         | 210 10TH ST                                       | 56.59              |                       |
| SYRINGA NETWORKS, LLC                                  | 23APR0298      | 020203 040123                                     | 1,600.00           |                       |
| COX BUSINESS                                           | 0012401047131  | 0012401047131901 072623                           | 81.99              |                       |
| COX BUSINESS                                           | 0012401050589  | 0012401050589901 070623                           | 172.99             |                       |
| LUMEN                                                  | 648929808      | 74754376 072423                                   | .78                |                       |
| <b>01-4150-5110 COMPUTER NETWORK</b>                   |                |                                                   |                    |                       |
| INTEGRATED TECHNOLOGIES                                | 220893         | 191 5TH ST                                        | 345.68             |                       |
| MIICOR CONSULTING, INC.                                | 16512          | 1 yr. Barracuda BTEP-2023                         | 9,525.60           |                       |
| <b>01-4150-5150 COMMUNICATIONS</b>                     |                |                                                   |                    |                       |
| SNEE, MOLLY                                            | 2319           | JULY RETAINER FEE                                 | 5,000.00           | 23059                 |
| <b>01-4150-5200 UTILITIES</b>                          |                |                                                   |                    |                       |
| IDAHO POWER                                            | 2203990334 07  | 2203990334 071323                                 | 63.97              |                       |
| IDAHO POWER                                            | 2206452274 07  | 2206452274 072523                                 | 259.89             |                       |
| IDAHO POWER                                            | 2206570869 07  | 2206570869 071323                                 | 5.77               |                       |
| IDAHO POWER                                            | 2224128120 07  | 2224128120 072223                                 | 1,129.20           |                       |

| Vendor Name                                       | Invoice Number | Description                                              | Net Invoice Amount | Purchase Order Number |
|---------------------------------------------------|----------------|----------------------------------------------------------|--------------------|-----------------------|
| INTERMOUNTAIN GAS                                 | 44919030005 0  | 44919030005 072523                                       | 8.24               |                       |
| INTERMOUNTAIN GAS                                 | 76053745030 0  | 76053745030                                              | 28.96              |                       |
| <b>01-4150-6500 CONTRACTS FOR SERVICES</b>        |                |                                                          |                    |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2818                                                     | 2,140.00           |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2816                                                     | 885.00             |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2822                                                     | 1,003.00           |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2821                                                     | 590.00             |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2820                                                     | 472.00             |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2826                                                     | 95.00              |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2817                                                     | 1,137.00           |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2823                                                     | 118.00             |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2819                                                     | 767.00             |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2824                                                     | 1,566.00           |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2830                                                     | 380.00             |                       |
| Total ADMINISTRATIVE SERVICES:                    |                |                                                          | 31,160.19          |                       |
| <b>LEGAL</b>                                      |                |                                                          |                    |                       |
| <b>01-4160-4200 PROFESSIONAL SERVICES</b>         |                |                                                          |                    |                       |
| WHITE PETERSON LAW FIRM                           | 24892R 063023  | GENERAL CITY ADMIN                                       | 13,419.50          |                       |
| <b>01-4160-4270 CITY PROSECUTOR</b>               |                |                                                          |                    |                       |
| ALLINGTON, ESQ., FREDERICK                        | 120301         | Monthly Prosecutor Payment                               | 3,883.33           |                       |
| Total LEGAL:                                      |                |                                                          | 17,302.83          |                       |
| <b>PLANNING &amp; BUILDING</b>                    |                |                                                          |                    |                       |
| <b>01-4170-3100 OFFICE SUPPLIES &amp; POSTAGE</b> |                |                                                          |                    |                       |
| BUSINESS AS USUAL INC.                            | 162739         | CARDSTOCK                                                | 19.95              |                       |
| <b>01-4170-3200 OPERATING SUPPLIES</b>            |                |                                                          |                    |                       |
| ATKINSONS' MARKET                                 | 04699135       | P2C SNACKS                                               | 69.99              |                       |
| ATKINSONS' MARKET                                 | 04706813       | LA CROIX, DANISH, BAKERY, MUFFINS, BANANA                | 24.60              |                       |
| <b>01-4170-4200 PROFESSIONAL SERVICES</b>         |                |                                                          |                    |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2829                                                     | 95.00              |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2828                                                     | 118.00             |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2827                                                     | 439.00             |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2825                                                     | 260.50             |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2831                                                     | 95.00              |                       |
| S & C ASSOCIATES LLC                              | 2815-2831      | 2815                                                     | 59.00              |                       |
| HARMONY DESIGN & ENGINEE                          | 22693          | 18018 KETCHUM SAP REVIEW THROUGH 032023 - GENERAL PHASE  | 577.00             |                       |
| <b>01-4170-4210 PROFESSIONAL SERVICES - IDBS</b>  |                |                                                          |                    |                       |
| DIVISION OF OCCUPATIONAL                          | JULY 23 BPF    | JULY 2023 BULIDING PERMIT FEES                           | 96,888.30          |                       |
| <b>01-4170-6910 OTHER PURCHASED SERVICES</b>      |                |                                                          |                    |                       |
| ALBOUM TRANSLATION SERVIC                         | I-21168        | TRANSLATION - CONSTRUCTION MANAGEMENT ENFORCEMENT POLICY | 18.90              |                       |
| Total PLANNING & BUILDING:                        |                |                                                          | 98,665.24          |                       |
| <b>NON-DEPARTMENTAL</b>                           |                |                                                          |                    |                       |

| Vendor Name                                       | Invoice Number | Description                                                           | Net Invoice Amount | Purchase Order Number |
|---------------------------------------------------|----------------|-----------------------------------------------------------------------|--------------------|-----------------------|
| <b>01-4193-4200 PROFESSIONAL SERVICE</b>          |                |                                                                       |                    |                       |
| BLAINE COUNTY TREASURER                           | 080123         | BIKE PED MASTER PLAN MOU                                              | 2,030.00           |                       |
| CINTAS                                            | 4162787359     | contract for rugs, uniforms, and cleaning supplies multi departmental | 34.99              | 23060                 |
| MCCLURE POLICY, LLC                               | 5931           | RESORT CITIES COALITION FOR DEC 2022 TO APRIL 2023                    | 25,000.00          |                       |
| <b>01-4193-6500 CONTRACT FOR SERVICE</b>          |                |                                                                       |                    |                       |
| BLAINE COUNTY TREASURER                           | 8              | Sustainability                                                        | 22,200.49          |                       |
| <b>01-4193-9930 GENERAL FUND OP. CONTINGENCY</b>  |                |                                                                       |                    |                       |
| BRENNAN'S CARPET                                  | 19053          | CITY HALL CARPET REPLACEMENT                                          | 540.50             |                       |
| MURRAY GROUP                                      | 737755         | STRATEGIC ASSESSMENT OF EMPLOYEE BENEFIT PROGRAM                      | 1,875.00           | 23111                 |
| MVP COATINGS                                      | 21-13208       | MEDIA BLAST PREP/POWDER COAT CRASH BAR                                | 206.01             |                       |
| Total NON-DEPARTMENTAL:                           |                |                                                                       | 51,886.99          |                       |
| <b>FACILITY MAINTENANCE</b>                       |                |                                                                       |                    |                       |
| <b>01-4194-3200 OPERATING SUPPLIES</b>            |                |                                                                       |                    |                       |
| CHATEAU DRUG CENTER                               | 2723690        | PARK MAINTENANCE PROTECTION                                           | 18.98              |                       |
| CHATEAU DRUG CENTER                               | 2734991        | ODOR GENIE                                                            | 11.38              |                       |
| GEM STATE PAPER & SUPPLY                          | 1099379        | TRASH BAGS                                                            | 474.30             |                       |
| MOSS GARDEN CENTER                                | 218060         | SUN HAT PPE                                                           | 12.79              |                       |
| <b>01-4194-3500 MOTOR FUELS &amp; LUBRICANTS</b>  |                |                                                                       |                    |                       |
| CHRISTENSEN INC.                                  | 1023584        | 38950 063023                                                          | 349.08             |                       |
| <b>01-4194-4200 PROFESSIONAL SERVICES</b>         |                |                                                                       |                    |                       |
| LILY & FERN, LLC                                  | 4901           | 511 BUILDING FLOWER MAINTENANCE                                       | 157.50             |                       |
| LILY & FERN, LLC                                  | 4918           | LUCY LOKEN PARK JOB                                                   | 715.50             |                       |
| YASENAK, DAVID                                    | 1732           | BENCH ROUTUNG PLAQUE                                                  | 150.00             |                       |
| <b>01-4194-4210 PROFESSIONAL SERVC-CITY TREES</b> |                |                                                                       |                    |                       |
| ARBOR CARE                                        | 11975          | TREE PNS SYSTEMIC AT ROTARY PARK                                      | 471.00             |                       |
| ARBOR CARE                                        | 11987          | TREE SYSTEMIC INJECTION AT FOREST SERVICE PARK                        | 657.00             |                       |
| ARBOR CARE                                        | 12000          | TREE INSPECTION AT WATER DEPT                                         | 150.00             |                       |
| ARBOR CARE                                        | 12467          | PRUNING FOR CITY CORRIDOR/SIDEWALK/ROW                                | 117.00             |                       |
| ARBOR CARE                                        | RUP1433        | TREE MAINTENANCE FOR ATKINSONS PARK, HEMINGWAY AND PUMP PARK          | 5,016.00           |                       |
| <b>01-4194-4220 PROF SERV-CITY BEAUTIFICATION</b> |                |                                                                       |                    |                       |
| LILY & FERN, LLC                                  | 4800           | SEASONAL CITY FLOWERS                                                 | 5,937.06           | 23091                 |
| LILY & FERN, LLC                                  | 4925           | SEASONAL CITY FLOWERS                                                 | 3,430.00           | 23091                 |
| <b>01-4194-5200 UTILITIES</b>                     |                |                                                                       |                    |                       |
| CLEAR CREEK DISPOSAL                              | 0001632350     | 131 RIVER ST E                                                        | 90.29              |                       |
| IDAHO POWER                                       | 2201272487 06  | 2201272487 062223                                                     | 28.55              |                       |
| IDAHO POWER                                       | 2201272487 07  | 2201272487 072223                                                     | 30.70              |                       |
| IDAHO POWER                                       | 2203313446 06  | 2203313446 061423                                                     | 5.31               |                       |
| IDAHO POWER                                       | 2203313446 07  | 2203313446 071223                                                     | 5.57               |                       |
| IDAHO POWER                                       | 2203538992 06  | 2203538992 062223                                                     | 93.19              |                       |
| IDAHO POWER                                       | 2203538992 07  | 2203538992 072223                                                     | 120.83             |                       |
| INTERMOUNTAIN GAS                                 | 32649330001 0  | 32649330001 062523- 130S                                              | 9.79               |                       |
| INTERMOUNTAIN GAS                                 | 32649330001 0  | 32649330001 072523                                                    | 15.45              |                       |
| INTERMOUNTAIN GAS                                 | 65669030002 0  | 65669030002 062623                                                    | 9.79               |                       |
| INTERMOUNTAIN GAS                                 | 65669030002 0  | 65669030002 072523                                                    | 15.45              |                       |



| Vendor Name                                                | Invoice Number | Description                                             | Net Invoice Amount | Purchase Order Number |
|------------------------------------------------------------|----------------|---------------------------------------------------------|--------------------|-----------------------|
| <b>01-4194-5300 CUSTODIAL &amp; CLEANING SERVICES</b>      |                |                                                         |                    |                       |
| OFFICE BRIGHT INC                                          | 1654           | LITTLE FORSEST HOUSE CLEANING                           | 350.00             |                       |
| WHITE CLOUD CARPET CLEANI                                  | 20230671       | CARPET CLEANING, COUCH CLEANING                         | 262.39             |                       |
| WESTERN BUILDNG MAINTEN                                    | 0139986-IN     | Monthly Janitorial Service - JUNE 2023                  | 3,237.00           |                       |
| <b>01-4194-5900 REPAIR &amp; MAINTENANCE-BUILDINGS</b>     |                |                                                         |                    |                       |
| A.C. HOUSTON LUMBER CO.                                    | 2307-603984    | FASTENERS                                               | 10.60              |                       |
| <b>01-4194-5910 REPAIR &amp; MAINT-491 SV ROAD</b>         |                |                                                         |                    |                       |
| GEM STATE PAPER & SUPPLY                                   | 1099379        | CORELESS TISSUE, HAND SOAP                              | 539.04             |                       |
| IDAHO POWER                                                | 2202522062 06  | 2202522062 062223                                       | 432.53             |                       |
| IDAHO POWER                                                | 2202522062 07  | 2202522062 072223                                       | 533.63             |                       |
| INTERMOUNTAIN GAS                                          | 17499804809 0  | 17499804809 062523                                      | 9.79               |                       |
| INTERMOUNTAIN GAS                                          | 17499804809 0  | 17499804809 072523                                      | 15.45              |                       |
| COX BUSINESS                                               | 0012401034771  | 0012401034971402 072223                                 | 143.00             |                       |
| COX BUSINESS                                               | 0012401034971  | 0012401034971402 062223                                 | 143.00             |                       |
| <b>01-4194-5950 REPAIR &amp; MAINT-WARM SPRINGS PR</b>     |                |                                                         |                    |                       |
| CLEAR CREEK LAND CO. LLC                                   | 0000039579     | Mobile Storage Rent JUNE 2023                           | 231.00             |                       |
| CLEAR CREEK LAND CO. LLC                                   | 000040034      | Mobile Storage Rent JULY 2023                           | 231.00             |                       |
| IDAHO POWER                                                | 2226452353 06  | 2226452353 062723                                       | 50.09              |                       |
| IDAHO POWER                                                | 2226452353 07  | 2226452353 072723                                       | 374.36             |                       |
| PIPECO, INC.                                               | S5054681.001   | SPRINKLERS, HEX BUSHINGS, COUPLINGS                     | 1,822.68           |                       |
| PIPECO, INC.                                               | S5095213.001   | BUSHING AND ADAPTER                                     | 7.89               |                       |
| PIPECO, INC.                                               | S5095531.001   | ADAPTER                                                 | 4.10               |                       |
| PIPECO, INC.                                               | S5099625.001   | WORM DRIVE CLAMP                                        | 14.06              |                       |
| PIPECO, INC.                                               | S5100683.001   | COUPLER COVER AND KEY                                   | 76.59              |                       |
| PIPECO, INC.                                               | S5104471.001   | COUPLING INSERT, POLY PIPE, CLAMP, UTILITY<br>HAND PUMP | 150.42             |                       |
| PIPECO, INC.                                               | S5109841.001   | GARDEN HOSE, COUPLER YELLOW COVER                       | 200.32             |                       |
| PIPECO, INC.                                               | S5111112.001   | ELBOWS, BUSHING PVC, NIPPLE, COUPLING                   | 26.44              |                       |
| SILVER CREEK SUPPLY                                        | 0011735030-00  | TIDAL WAVE PUMP                                         | 1,395.18           |                       |
| CHRISTENSEN INC.                                           | 1023584        | 38950 063023                                            | 96.42              |                       |
| RIGHT BRAIN UNLIMITED LLC                                  | 32698          | PLASTIC DOGGIES BAGS                                    | 3,745.74           |                       |
| <b>01-4194-6100 REPAIR &amp; MAINT--MACHINERY &amp; EQ</b> |                |                                                         |                    |                       |
| STOTZ EQUIPMENT                                            | P76117         | PROGATOR SEATS                                          | 787.48             |                       |
| <b>01-4194-6950 MAINTENANCE</b>                            |                |                                                         |                    |                       |
| A.C. HOUSTON LUMBER CO.                                    | 2307-605507    | PLYMOUTH BOLTS                                          | 52.99              |                       |
| A.C. HOUSTON LUMBER CO.                                    | 2307-606984    | FILTER CARTRIDGE, DUST FILTER                           | 36.98              |                       |
| A.C. HOUSTON LUMBER CO.                                    | 2307-607531    | PUSH PIN CLEAR, GLO-ORANGE                              | 12.98              |                       |
| A.C. HOUSTON LUMBER CO.                                    | 2307-608792    | PENCIL COMPASS                                          | 11.99              |                       |
| CEM AQUATICS                                               | 12859          | STENNER PUMP                                            | 594.38             |                       |
| CEM AQUATICS                                               | 13350          | filter CARTRIDGE CLEAN/CLEAR                            | 496.60             |                       |
| CHATEAU DRUG CENTER                                        | 2684012        | WD40                                                    | 8.54               |                       |
| CHATEAU DRUG CENTER                                        | 2722608        | BAKING SODA FOR SPLASH PAD                              | 7.56               |                       |
| CHATEAU DRUG CENTER                                        | 2725179        | REDLINE V, GLOVES, SHARPIE                              | 66.46              |                       |
| CHATEAU DRUG CENTER                                        | 2732557        | BAKING SODA                                             | 5.67               |                       |
| CHATEAU DRUG CENTER                                        | 2733522        | CANDLE, MATCHES                                         | 38.91              |                       |
| LUTZ RENTALS                                               | 143377-1       | HAMMER DRILL AND BIT                                    | 42.12              |                       |
| MOSS GARDEN CENTER                                         | 218755         | COMPOST                                                 | 7.99               |                       |
| PIPECO, INC.                                               | S5075473.001   | BATTERIES                                               | 55.95              |                       |
| PIPECO, INC.                                               | S5075894.001   | YELLOW FLAGS                                            | 14.23              |                       |
| PIPECO, INC.                                               | S5080072.001   | DRIPPER LINE PARTS                                      | 48.87              |                       |
| PIPECO, INC.                                               | S5081511.001   | VALVE BOX, INSERT PLUG, ADAPTER                         | 49.08              |                       |
| PIPECO, INC.                                               | S5082523.001   | CHECK VALVE AND ANGLE VALVE                             | 69.85              |                       |

| Vendor Name                                            | Invoice Number | Description                                       | Net Invoice Amount | Purchase Order Number |
|--------------------------------------------------------|----------------|---------------------------------------------------|--------------------|-----------------------|
| PIPECO, INC.                                           | S5089228.001   | CLAMPS, INSERT TEE, ELBOW TEE                     | 22.47              |                       |
| PIPECO, INC.                                           | S5093157.001   | DRIPPER LINE                                      | 34.02              |                       |
| PIPECO, INC.                                           | S5096724.001   | SPRINKLERS                                        | 21.63              |                       |
| PIPECO, INC.                                           | S5097968.001   | SPRINKLER GREEN COVER                             | 10.37              |                       |
| PIPECO, INC.                                           | S5101044.001   | COUPLING EXPANSION AND PVC                        | 48.82              |                       |
| PIPECO, INC.                                           | S5101195.001   | POP-UP SPRINKLERS AND NOZZLE                      | 20.19              |                       |
| PIPECO, INC.                                           | S5101410.001   | CEMENT PVC                                        | 28.01              |                       |
| PIPECO, INC.                                           | S5103015.001   | ANGLE VALVE                                       | 27.24              |                       |
| PIPECO, INC.                                           | S5111804.001   | RAINBIRD NOZZLES                                  | 53.41              |                       |
| PIPECO, INC.                                           | S5112564.001   | PVC NIPPLES, BUSHING PVC ELBOW SLIP               | 22.26              |                       |
| PIPECO, INC.                                           | S5116855.001   | GORILLA NUT, GREEN BOX, ROTOR PART                | 170.36             |                       |
| PLATT ELECTRIC SUPPLY                                  | 4D77111        | PART FOR WATER FOUNTAIN AT FOREST SERVICE PARK    | 2.51               |                       |
| Total FACILITY MAINTENANCE:                            |                |                                                   | 35,065.15          |                       |
| <b>POLICE</b>                                          |                |                                                   |                    |                       |
| <b>01-4210-3200 OPERATING SUPPLIES</b>                 |                |                                                   |                    |                       |
| A.C. HOUSTON LUMBER CO.                                | 2307-606591    | WOOD FIR, ACETONE THINNER                         | 74.99              |                       |
| CHATEAU DRUG CENTER                                    | 2728517        | TAPE, SCREWS                                      | 24.67              |                       |
| CHATEAU DRUG CENTER                                    | 2731848        | CSO SUPPLIES                                      | 20.87              |                       |
| DAVIS EMBROIDERY INC.                                  | 42774          | CSO HATS                                          | 101.94             |                       |
| <b>01-4210-3500 MOTOR FUELS &amp; LUBRICANTS</b>       |                |                                                   |                    |                       |
| CHRISTENSEN INC.                                       | 1024578        | 39060 071523                                      | 243.55             |                       |
| <b>01-4210-3610 PARKING OPS PROCESSING FEES</b>        |                |                                                   |                    |                       |
| DATA TICKET INC                                        | 154301         | ANNUAL COST PROJECTION, LEASE CITATION TECH       | 717.55             | 22078                 |
| <b>01-4210-3620 PARKING OPS EQUIPMENT FEES</b>         |                |                                                   |                    |                       |
| CALE AMERICA, INC.                                     | 175611         | JUNE 2023 ACTIVE METERS                           | 176.01             |                       |
| CALE AMERICA, INC.                                     | 176101         | JULY 2023 ACTIVE METERS                           | 176.01             |                       |
| <b>01-4210-4200 PROFESSIONAL SERVICES</b>              |                |                                                   |                    |                       |
| INTEGRATED TECHNOLOGIES                                | 220893         | POLICE                                            | 18.69              |                       |
| <b>01-4210-4250 PROF.SERVICES-BCSO CONTRACT</b>        |                |                                                   |                    |                       |
| BLAINE COUNTY CLERK/RECOR                              | 201067         | BCSO Law Enforcement Services                     | 145,144.75         |                       |
| <b>01-4210-5100 TELEPHONE &amp; COMMUNICATIONS</b>     |                |                                                   |                    |                       |
| CENTURY LINK                                           | 2087267848 10  | 2087267848 105B 071323                            | 148.82             |                       |
| <b>01-4210-6000 REPAIR &amp; MAINT--AUTOMOTIVE EQU</b> |                |                                                   |                    |                       |
| DICK YORK'S AUTO SERVICE                               | 93382          | 2014 FORD F150 LUBE & OIL                         | 722.91             |                       |
| Total POLICE:                                          |                |                                                   | 147,570.76         |                       |
| <b>FIRE &amp; RESCUE</b>                               |                |                                                   |                    |                       |
| <b>01-4230-3200 OPERATING SUPPLIES FIRE</b>            |                |                                                   |                    |                       |
| A.C. HOUSTON LUMBER CO.                                | 2307-605829    | MASKING TAPE, DUO-PACK COVER                      | 5.79               |                       |
| ATKINSONS' MARKET                                      | 04703617       | WHITE CLOUD COFFEE                                | 52.70              |                       |
| ATKINSONS' MARKET                                      | 04705237       | CLEANING SUPPLES- CASCADE GEL PACS, WHITE VINEGAR | 20.17              |                       |
| ATKINSONS' MARKET                                      | 05691986       | CLEANING SUPPLIES-METHOD ECOS                     | 16.32              |                       |
| BUSINESS AS USUAL INC.                                 | 162845         | GNOJEK TITLE                                      | 14.52              |                       |
| CHATEAU DRUG CENTER                                    | 2728246        | SOLAR SUNSHADE                                    | 3.80               |                       |

| Vendor Name                                                | Invoice Number | Description                                       | Net Invoice Amount | Purchase Order Number |
|------------------------------------------------------------|----------------|---------------------------------------------------|--------------------|-----------------------|
| <b>01-4230-3210 OPERATING SUPPLIES EMS</b>                 |                |                                                   |                    |                       |
| A.C. HOUSTON LUMBER CO.                                    | 2307-605829    | MASKING TAPE, DUO-PACK COVER                      | 5.79               |                       |
| ATKINSONS' MARKET                                          | 04703617       | WHITE CLOUD COFFEE                                | 52.70              |                       |
| ATKINSONS' MARKET                                          | 04705237       | CLEANING SUPPLES- CASCADE GEL PACS, WHITE VINEGAR | 20.18              |                       |
| ATKINSONS' MARKET                                          | 05691986       | CLEANING SUPPLES- METHOD ECOS                     | 16.31              |                       |
| BUSINESS AS USUAL INC.                                     | 162845         | GNOJEK TITLE                                      | 14.52              |                       |
| CHATEAU DRUG CENTER                                        | 2728246        | SOLAR SUNSHADE                                    | 3.79               |                       |
| NORCO                                                      | 38186410       | MEDICAL OXYGEN                                    | 54.55              |                       |
| NORCO                                                      | 38334867       | CYLINDER RENTAL                                   | 190.65             |                       |
| HENRY SCHEIN                                               | 44041888       | MEDS AND GLOVES                                   | 170.73             |                       |
| HENRY SCHEIN                                               | 46541026       | EMS MEDS                                          | 226.98             |                       |
| Guaranteed Returns                                         | DIS-317127     | Disposal of CII Products, Disposal of Controls    | 150.00             |                       |
| <b>01-4230-3500 MOTOR FUELS &amp; LUBRICANTS FIRE</b>      |                |                                                   |                    |                       |
| CHRISTENSEN INC.                                           | 1024473        | 37267 071523                                      | 274.54             |                       |
| <b>01-4230-3510 MOTOR FUELS &amp; LUBRICANTS EMS</b>       |                |                                                   |                    |                       |
| CHRISTENSEN INC.                                           | 1024473        | 37267 071523                                      | 274.54             |                       |
| <b>01-4230-4200 PROFESSIONAL SERVICES FIRE</b>             |                |                                                   |                    |                       |
| WOOD RIVER FIRE & RESCUE                                   | 72023          | EMT STANDBY ALLEN & CO                            | 180.00             |                       |
| WOOD RIVER FIRE & RESCUE                                   | 72223          | EMT STANDBY TOUR DE FORCE TREY KNOX               | 300.00             |                       |
| US DIGITAL DESIGNS                                         | 5262842766     | 2023 SERVICE CONTRACT PERIOD 01/2023-12/2023      | 1,360.80           |                       |
| <b>01-4230-4210 PROFESSIONAL SERVICES EMS</b>              |                |                                                   |                    |                       |
| US DIGITAL DESIGNS                                         | 5262842766     | 2023 SERVICE CONTRACT PERIOD 01/2023-12/2023      | 1,360.80           |                       |
| <b>01-4230-4910 TRAINING EMS</b>                           |                |                                                   |                    |                       |
| CITY OF SUN VALLEY                                         | 2023-17161     | PARAMEDIC BOOTCAMP LODGING REIMBURSEMENT          | 907.60             |                       |
| <b>01-4230-4920 TRAINING-FACILITY</b>                      |                |                                                   |                    |                       |
| IDAHO POWER                                                | 2224210258 07  | 2224210258 070823                                 | 25.57              |                       |
| <b>01-4230-5110 TELEPHONE &amp; COMMUNICATION EMS</b>      |                |                                                   |                    |                       |
| INTEGRATED TECHNOLOGIES                                    | 220893         | 107 SADDLE RD                                     | 32.79              |                       |
| SYRINGA NETWORKS, LLC                                      | 23APR0298      | 020203 040123                                     | 950.00             |                       |
| <b>01-4230-5200 UTILITIES</b>                              |                |                                                   |                    |                       |
| INTERMOUNTAIN GAS                                          | 26223127833 0  | 26223127833 062523                                | 69.24              |                       |
| <b>01-4230-6000 REPAIR &amp; MAINT-AUTO EQUIP FIRE</b>     |                |                                                   |                    |                       |
| A.C. HOUSTON LUMBER CO.                                    | 2307-605176    | SPRAY PAINT-BLACK                                 | 6.99               |                       |
| <b>01-4230-6010 REPAIR &amp; MAINT-AUTO EQUIP EMS</b>      |                |                                                   |                    |                       |
| A.C. HOUSTON LUMBER CO.                                    | 2307-605176    | SPRAY PAINT-BLACK                                 | 6.99               |                       |
| PIPECO, INC.                                               | S5108588.001   | PRO SPRAY, VALVE, ROTATORS                        | 87.98              |                       |
| <b>01-4230-6100 REPAIR &amp; MAINT--MACHINERY &amp; EQ</b> |                |                                                   |                    |                       |
| COLOR HAUS, INC.                                           | PWDPY          | POLYESTER COVER, PAINT TRAY LINER                 | 12.49              |                       |
| <b>01-4230-6110 REPAIR &amp; MAINT--MACHINERY &amp; EQ</b> |                |                                                   |                    |                       |
| COLOR HAUS, INC.                                           | PWDPY          | POLYESTER COVER, PAINT TRAY COVER                 | 12.48              |                       |
| Total FIRE & RESCUE:                                       |                |                                                   | 6,882.31           |                       |

| Vendor Name                                                | Invoice Number | Description                                                           | Net Invoice Amount | Purchase Order Number |
|------------------------------------------------------------|----------------|-----------------------------------------------------------------------|--------------------|-----------------------|
| <b>STREET</b>                                              |                |                                                                       |                    |                       |
| <b>01-4310-3200 OPERATING SUPPLIES</b>                     |                |                                                                       |                    |                       |
| D & B SUPPLY INC.                                          | 70879          | Work Shirts                                                           | 179.97             |                       |
| DAVIS EMBROIDERY INC.                                      | 42799          | UNIFORM EMROIDERY                                                     | 96.00              |                       |
| FASTENAL COMPANY                                           | IDJER107702    | BOLTS                                                                 | 10.31              |                       |
| GEM STATE PAPER & SUPPLY                                   | 1096254        | CENTERPULL TOWEL                                                      | 85.83-             |                       |
| GEM STATE PAPER & SUPPLY                                   | 1097171        | URINE DIGESTER, DISINFECTANT WIPES                                    | 62.23              |                       |
| <b>01-4310-3400 MINOR EQUIPMENT</b>                        |                |                                                                       |                    |                       |
| PIPECO, INC.                                               | S5115468.001   | GALV NIPPLE, 90ELBOW, HEX BUSH                                        | 5.41               |                       |
| <b>01-4310-3500 MOTOR FUELS &amp; LUBRICANTS</b>           |                |                                                                       |                    |                       |
| CHRISTENSEN INC.                                           | 1024475        | 37269 071523                                                          | 752.34             |                       |
| <b>01-4310-5100 TELEPHONE &amp; COMMUNICATIONS</b>         |                |                                                                       |                    |                       |
| SYRINGA NETWORKS, LLC                                      | 23APR0298      | 020203 040123                                                         | 650.00             |                       |
| <b>01-4310-5200 UTILITIES</b>                              |                |                                                                       |                    |                       |
| IDAHO POWER                                                | 2204882910 07  | 2204882910 071423                                                     | 364.46             |                       |
| INTERMOUNTAIN GAS                                          | 32649330001 0  | 32649330001 062523-200 E 911 WARM SPRNG                               | 91.09              |                       |
| INTERMOUNTAIN GAS                                          | 32649330001 0  | 32649330001 072523                                                    | 73.23              |                       |
| INTERMOUNTAIN GAS                                          | 49439330009 0  | 49439330009 062623                                                    | 40.96              |                       |
| INTERMOUNTAIN GAS                                          | 49439330009 0  | 49439330009 072523                                                    | 24.45              |                       |
| <b>01-4310-6000 REPAIR &amp; MAINT--AUTOMOTIVE EQU</b>     |                |                                                                       |                    |                       |
| NAPA AUTO PARTS                                            | 153876         | OIL FILTER, AIR FILTER                                                | 20.71              |                       |
| NAPA AUTO PARTS                                            | 154610         | V-RIBBED BELT                                                         | 25.19              |                       |
| <b>01-4310-6100 REPAIR &amp; MAINT--MACHINERY &amp; EQ</b> |                |                                                                       |                    |                       |
| HANSEN WHEEL & WAGON SHO                                   | 13500          | HARDWARE & PAINT SAMPLES                                              | 200.00             |                       |
| METROQUIP, INC.                                            | P21775         | WHEEL FOR GEO VAL                                                     | 341.34             |                       |
| METROQUIP, INC.                                            | P21779         | PUMP FOR CRACK SEALER                                                 | 2,608.33           |                       |
| METROQUIP, INC.                                            | P21938         | GASKET FOR CRACK SEALER PUMP                                          | 41.82              |                       |
| NAPA AUTO PARTS                                            | 153504         | V-BELT                                                                | 42.06              |                       |
| NAPA AUTO PARTS                                            | 153873         | Core Deposit                                                          | 96.09              |                       |
| NAPA AUTO PARTS                                            | 153874         | FUEL FILTER                                                           | 90.73              |                       |
| NAPA AUTO PARTS                                            | 153961         | CORE DEPOSIT                                                          | 96.09-             |                       |
| NAPA AUTO PARTS                                            | 154094         | Fuel HAND PRIMER                                                      | 33.49              |                       |
| NAPA AUTO PARTS                                            | 154399         | GAS CAP                                                               | 9.49               |                       |
| NAPA AUTO PARTS                                            | 155092         | WAGON HITCH PARTS                                                     | 143.99             |                       |
| NAPA AUTO PARTS                                            | 155184         | V-Belt, ALTERNATOR CORE DEPOSIT                                       | 53.94-             |                       |
| NAPA AUTO PARTS                                            | 155185         | V-Belt                                                                | 28.89-             |                       |
| RIVER RUN AUTO PARTS                                       | 6538-192217    | COOLANT FOR EQUIPMENT                                                 | 39.90              |                       |
| WOOD RIVER WELDING, INC.                                   | 184000         | 1/2 ROUND STOCK FOR DUMP TRUCK                                        | 11.05              |                       |
| JACKSON GROUP PETERBILT                                    | 299649JP       | OIL FILL CAP FOR DUMP TRUCK                                           | 16.98              |                       |
| <b>01-4310-6910 OTHER PURCHASED SERVICES</b>               |                |                                                                       |                    |                       |
| CINTAS                                                     | 4161365127     | BLACK MATS, COVERALLS                                                 | 21.60              |                       |
| CINTAS                                                     | 4162034121     | contract for rugs, uniforms, and cleaning supplies multi departmental | 21.60              | 23060                 |
| CINTAS                                                     | 4162787462     | contract for rugs, uniforms, and cleaning supplies multi departmental | 21.60              | 23060                 |
| CINTAS                                                     | 5167683863     | CABINET ORGANIZED, DATES CHECKED, RESTOCK                             | 107.04             |                       |
| TREASURE VALLEY COFFEE INC                                 | 2160:09473856  | COFFEE, HOT CHOC, SUGAR                                               | 44.05              |                       |
| <b>01-4310-6930 STREET LIGHTING</b>                        |                |                                                                       |                    |                       |
| IDAHO POWER                                                | 2200506786 07  | 2200506786 071223                                                     | 7.01               |                       |
| IDAHO POWER                                                | 2200749261 07  | 2200749261 072623                                                     | 694.64             |                       |

| Vendor Name                                        | Invoice Number | Description                                        | Net Invoice Amount | Purchase Order Number |
|----------------------------------------------------|----------------|----------------------------------------------------|--------------------|-----------------------|
| IDAHO POWER                                        | 2201013857 07  | 2201013857 072523                                  | 5.31               |                       |
| IDAHO POWER                                        | 2201174667 07  | 2201174667 071223                                  | 12.14              |                       |
| IDAHO POWER                                        | 2202627564 07  | 2202627564 071223                                  | 8.60               |                       |
| IDAHO POWER                                        | 2203855230 07  | 2203855230 072223                                  | 19.65              |                       |
| IDAHO POWER                                        | 2204535385 07  | 2204535385 072223                                  | 30.30              |                       |
| IDAHO POWER                                        | 2204882910 07  | 2204882910 071423                                  | 636.40             |                       |
| IDAHO POWER                                        | 2205963446 07  | 2205963446 071223                                  | 53.08              |                       |
| IDAHO POWER                                        | 2206773224 07  | 2206773224 072223                                  | 8.35               |                       |
| IDAHO POWER                                        | 2207487501 07  | 2207487501 072223                                  | 7.15               |                       |
| IDAHO POWER                                        | 2208316659 07  | 2208316659 072223                                  | 10.32              |                       |
| IDAHO POWER                                        | 2224304721 07  | 2224304721 071323                                  | 5.31               |                       |
| <b>01-4310-6950 MAINTENANCE &amp; IMPROVEMENTS</b> |                |                                                    |                    |                       |
| A.C. HOUSTON LUMBER CO.                            | 2307-603115    | SUPPLIES FOR STREET AND CURB PAINTING              | 9.18               |                       |
| A.C. HOUSTON LUMBER CO.                            | 2307-610402    | WHITE SPRAY PAINT                                  | 39.96              |                       |
| COLOR HAUS, INC.                                   | NM8HF          | SUPPLIES FOR STREET AND CURB PAINTING              | 12.97              |                       |
| COLOR HAUS, INC.                                   | T97SQ          | PRO PAINTING SUPPLIES, CURB PAINTING               | 17.99              |                       |
| COLOR HAUS, INC.                                   | ZYE3T          | PRO SOLUTIONS SUPPLIES CUBR PAINTING               | 17.99              |                       |
| MERRICK CONSTRUCTION, INC.                         | 12553          | Concrete CURB DEMO/REPLACE                         | 4,170.00           |                       |
| OHIO GULCH TRANSFER STATIO                         | 252806         | Clean Wood Waste                                   | 13.50              |                       |
| SHERWIN-WILLIAMS CO.                               | 9764-1         | RED PAINT- STREET CURBS                            | 143.50             |                       |
| Total STREET:                                      |                |                                                    | 11,946.11          |                       |
| <b>RECREATION</b>                                  |                |                                                    |                    |                       |
| <b>01-4510-3200 OPERATING SUPPLIES</b>             |                |                                                    |                    |                       |
| BUSINESS AS USUAL INC.                             | 162998         | PENCIL SHARPENER, SHARPIES, EXPOS, BIC ROUND STICK | 76.70              |                       |
| CHATEAU DRUG CENTER                                | 2729180        | WINDEX CLEANER                                     | 6.64               |                       |
| <b>01-4510-3250 RECREATION SUPPLIES</b>            |                |                                                    |                    |                       |
| A.C. HOUSTON LUMBER CO.                            | 2307-611654    | REGULAR LIME                                       | 16.64              |                       |
| ATKINSONS' MARKET                                  | 02692237       | ICE CUBES                                          | 3.78               |                       |
| ATKINSONS' MARKET                                  | 03705077       | ICE CREAM MAKING SUPPLIES                          | 29.87              |                       |
| CHATEAU DRUG CENTER                                | 2729269        | MASKING TAPE, GLUE DOTS, EXPO MARKERS              | 22.48              |                       |
| CHATEAU DRUG CENTER                                | 2736189        | ACRYLIC, RUBBER BANDS                              | 22.76              |                       |
| STURTEVANT'S                                       | 1-78728        | TUBES, CHAIN                                       | 65.97              |                       |
| <b>01-4510-3300 RESALE ITEMS-CONCESSION SUPPLY</b> |                |                                                    |                    |                       |
| ATKINSONS' MARKET                                  | 01670858       | FC LITE BROWN SU                                   | 2.84               |                       |
| ATKINSONS' MARKET                                  | 04699115       | STRAWBERRIES AND MANGOS                            | 12.45              |                       |
| ATKINSONS' MARKET                                  | 04706431       | CREAM CHEESE, APPLES, GARLIC, LEMON, GARBONZO      | 33.53              |                       |
| ATKINSONS' MARKET                                  | 05690764       | BAKING INGREDIENTS                                 | 25.02              |                       |
| ATKINSONS' MARKET                                  | 05692263       | CHIPS,LA CROIX, WATERMELON, GATORADE, ETC          | 166.23             |                       |
| <b>01-4510-3500 MOTOR FUELS &amp; LUBRICANTS</b>   |                |                                                    |                    |                       |
| CHRISTENSEN INC.                                   | 1024474        | 37268 071523                                       | 93.50              |                       |
| <b>01-4510-4200 PROFESSIONAL SERVICE</b>           |                |                                                    |                    |                       |
| INTEGRATED TECHNOLOGIES                            | 220893         | 900 3RD AVE                                        | 26.02              |                       |
| <b>01-4510-5200 UTILITIES</b>                      |                |                                                    |                    |                       |
| INTERMOUNTAIN GAS                                  | 31904030009 0  | 31904030009 072523                                 | 32.57              |                       |
| SYRINGA NETWORKS, LLC                              | 23APR0298      | 020203 040123                                      | 650.00             |                       |
| Total RECREATION:                                  |                |                                                    | 1,287.00           |                       |

| Vendor Name                                          | Invoice Number | Description                                                 | Net Invoice Amount | Purchase Order Number |
|------------------------------------------------------|----------------|-------------------------------------------------------------|--------------------|-----------------------|
| Total GENERAL FUND:                                  |                |                                                             | 402,096.58         |                       |
| <b>WAGON DAYS FUND</b>                               |                |                                                             |                    |                       |
| <b>WAGON DAYS EXPENDITURES</b>                       |                |                                                             |                    |                       |
| <b>02-4530-3250 SOUVENIRS SUPPLIES</b>               |                |                                                             |                    |                       |
| CASH                                                 | 073123         | WAGON DAYS CELEBRATION CASH DRAWER                          | 100.00             |                       |
| DAVIS EMBROIDERY INC.                                | 42841          | WAGON DAYS LOGA-HATS,CAPS                                   | 795.60             |                       |
| <b>02-4530-4200 PROFESSIONAL SERVICES</b>            |                |                                                             |                    |                       |
| SUN VALLEY EVENTS                                    | 1029           | EVENT MANAGEMENT JULY/AUGUST                                | 9,285.00           |                       |
| SUN VALLEY EVENTS                                    | 1030           | MUSEUM STAFFING                                             | 4,760.00           |                       |
| Total WAGON DAYS EXPENDITURES:                       |                |                                                             | 14,940.60          |                       |
| Total WAGON DAYS FUND:                               |                |                                                             | 14,940.60          |                       |
| <b>GENERAL CAPITAL IMPROVEMENT FD</b>                |                |                                                             |                    |                       |
| <b>GENERAL CIP EXPENDITURES</b>                      |                |                                                             |                    |                       |
| <b>03-4193-7100 SUN VALLEY RD MILL &amp; OVERLAY</b> |                |                                                             |                    |                       |
| CITY OF SUN VALLEY                                   | 2023-6         | SUN VALLEY RD RECONSTRUCTION (JACOBS)                       | 389.49             | 22098                 |
| CITY OF SUN VALLEY                                   | 2023-6         | SUN VALLEY RD RECONSTRUCTION (JACOBS)                       | 8,376.39           | 22098                 |
| CITY OF SUN VALLEY                                   | 2023-6         | ATLAS TECHNICAL CONSULTANTS                                 | 1,294.62           |                       |
| CITY OF SUN VALLEY                                   | 2023-6         | MATERIALS & CONSTRUCTION PAY EST #10                        | 120,574.57         |                       |
| <b>03-4193-7607 SIDEWALK CURB AND GUTTER</b>         |                |                                                             |                    |                       |
| HDR ENGINEERING, INC.                                | 1200540411     | ON-CALL SERVICES AS DIRECTED                                | 4,322.75           |                       |
| MUTUAL MATERIALS                                     | 2719602        | COBBLESTONE                                                 | 1,935.89           |                       |
| WEBB LANDSCAPING                                     | SRVCE562682    | PAVER REPAIRS                                               | 17,085.00          |                       |
| <b>03-4193-9930 GENERAL FUND CIP CONTINGENCY</b>     |                |                                                             |                    |                       |
| SAGE SUPPLY INC                                      | 23-40705       | BUTYL PADS FOR WEST KETCHUM TRAFFIC CALMING 4TH AND BIRD DR | 462.50             |                       |
| Total GENERAL CIP EXPENDITURES:                      |                |                                                             | 154,441.21         |                       |
| <b>FACILITY MAINT CIP EXPENDITURE</b>                |                |                                                             |                    |                       |
| <b>03-4194-7110 FORD RANGER</b>                      |                |                                                             |                    |                       |
| MOUNTAIN HOME AUTO RANCH                             | 072823         | 2023 FORD F-150 4WD REG CAB 8' BOX                          | 34,676.00          | 23101                 |
| <b>03-4194-7610 TOOL CAT</b>                         |                |                                                             |                    |                       |
| HIGH DESERT BOBCAT                                   | E00734         | 2023 BOBCAT UW56-PO 23081                                   | 41,323.61          |                       |
| Total FACILITY MAINT CIP EXPENDITURE:                |                |                                                             | 75,999.61          |                       |
| <b>FIRE &amp; RESCUE CIP EXPENDITURES</b>            |                |                                                             |                    |                       |
| <b>03-4230-7120 RADIOS (PORTABLE)</b>                |                |                                                             |                    |                       |
| UPS STORE #2444                                      | MM7FR5E68J     | RADIO BATTERY RETURN                                        | 17.58              |                       |
| WHITE CLOUD                                          | 104678         | RADIO 50WATTS DASH MOUNT, HANDHELD MIC                      | 5,863.00           |                       |
| <b>03-4230-7125 RESCUE (CITY PROVIDED)</b>           |                |                                                             |                    |                       |
| HEIMAN, INC                                          | 0921078-IN     | VICTIM HARNESS,CLIK-LOK W/LEG POUCH                         | 273.39             |                       |
| <b>03-4230-7130 PPE (TURNOUT GEAR)</b>               |                |                                                             |                    |                       |
| DAVIS EMBROIDERY INC.                                | 42727          | POLO-KAT PENBERTHY                                          | 57.73              |                       |

| Vendor Name                                       | Invoice Number | Description                         | Net Invoice Amount | Purchase Order Number |
|---------------------------------------------------|----------------|-------------------------------------|--------------------|-----------------------|
| UPS STORE #2444                                   | MMN7FR5P95     | PPE SHIPPING                        | 26.87              |                       |
| LIGHTHOUSE UNIFORMS INC                           | A-315008       | NAME & SERVING PLATES               | 187.15             |                       |
| <b>03-4230-7145 MDT (MOBILE COMPUTERS)</b>        |                |                                     |                    |                       |
| DELL MARKETING L.P.                               | 10684314680    | COMPUTER EQUIPMENT                  | 1,456.00           |                       |
| DELL MARKETING L.P.                               | 10685990249    | LATITUDE SYSTEM AND SERVICING       | 5,802.00           |                       |
| Total FIRE & RESCUE CIP EXPENDITURES:             |                |                                     | 13,683.72          |                       |
| Total GENERAL CAPITAL IMPROVEMENT FD:             |                |                                     | 244,124.54         |                       |
| <b>ORIGINAL LOT FUND</b>                          |                |                                     |                    |                       |
| <b>ORIGINAL LOT TAX</b>                           |                |                                     |                    |                       |
| <b>22-4910-6060 EVENTS/PROMOTIONS</b>             |                |                                     |                    |                       |
| ASCAP                                             | 500713125 062  | License Fee                         | 10.00              |                       |
| <b>22-4910-6080 MOUNTAIN RIDES</b>                |                |                                     |                    |                       |
| MOUNTAIN RIDES                                    | 12264          | TRANSPORTATION SERVICES             | 64,083.34          | 23012                 |
| Total ORIGINAL LOT TAX:                           |                |                                     | 64,093.34          |                       |
| Total ORIGINAL LOT FUND:                          |                |                                     | 64,093.34          |                       |
| <b>ADDITIONAL 1%-LOT FUND</b>                     |                |                                     |                    |                       |
| <b>ADDITIONAL 1%-LOT</b>                          |                |                                     |                    |                       |
| <b>25-4910-4220 SUN VALLEY AIR SERVICE BOARD</b>  |                |                                     |                    |                       |
| SUN VALLEY AIR SERVICE BOA                        | 080123         | JUNE MOS 2023                       | 271,212.27         |                       |
| Total ADDITIONAL 1%-LOT:                          |                |                                     | 271,212.27         |                       |
| Total ADDITIONAL 1%-LOT FUND:                     |                |                                     | 271,212.27         |                       |
| <b>FIRE BOND FUND</b>                             |                |                                     |                    |                       |
| <b>FIRE BOND FUND EXP/TRNFRS</b>                  |                |                                     |                    |                       |
| <b>41-4800-8200 DEBT SRVC ACCT INTEREST-FIRE</b>  |                |                                     |                    |                       |
| ZIONS BANK                                        | 4899911 09012  | INTEREST PAYABLE                    | 108,465.00         |                       |
| Total FIRE BOND FUND EXP/TRNFRS:                  |                |                                     | 108,465.00         |                       |
| Total FIRE BOND FUND:                             |                |                                     | 108,465.00         |                       |
| <b>COMMUNITY HOUSING</b>                          |                |                                     |                    |                       |
| <b>COMMUNITY HOUSING EXPENSE</b>                  |                |                                     |                    |                       |
| <b>54-4410-3200 LIFT TOWER LODGE OPERATIONS</b>   |                |                                     |                    |                       |
| CHATEAU DRUG CENTER                               | 2728547        | BULBS, PURELL                       | 21.83              |                       |
| CHATEAU DRUG CENTER                               | 2731128        | SHOWER HEAD, ETC                    | 68.38              |                       |
| <b>54-4410-4200 PROFESSIONAL SERVICES</b>         |                |                                     |                    |                       |
| SUNNY SHAW & ASSOCIATES                           | 061123         | CONSULTING SERVICES MAY 11- JUNE 11 | 500.00             |                       |
| RIAN ROONEY                                       | 8              | Housing Research & Project          | 13,827.50          |                       |
| <b>54-4410-4215 LEASE TO LOCALS PROF SERVICES</b> |                |                                     |                    |                       |
| PLACEMATE, INC                                    | 1567           | LEASE TO LOCALS RENTAL PROGRAM      | 7,500.00           | 22120                 |
| THOMPSON, MICHAEL                                 | 2826           | POSTER DISPLAY CASE-6 MONTH ADAVNCE | 2,600.00           |                       |

| Vendor Name                                           | Invoice Number | Description                                 | Net Invoice Amount | Purchase Order Number |
|-------------------------------------------------------|----------------|---------------------------------------------|--------------------|-----------------------|
| <b>54-4410-4250 LIFT TOWER LODGE PROFF SVCS</b>       |                |                                             |                    |                       |
| WOOD RIVER LOCK SHOP, LLC                             | 20250          | LTL NEW DOOR LOCKS AND MASTER KEYED         | 260.00             |                       |
| SPENCE ELECTRIC                                       | 1598           | LTL MANAGER RESIDENCE MAINTENANCE           | 852.00             |                       |
| <b>54-4410-5200 LIFT TOWER LODGE UTILITIES</b>        |                |                                             |                    |                       |
| IDAHO POWER                                           | 2208260063 07  | 2008260063 071323                           | 197.76             |                       |
| IDAHO POWER                                           | 2226910376 07  | 2226910376 071323                           | 276.72             |                       |
| INTERMOUNTAIN GAS                                     | 08335990225 0  | 08335990225 062623                          | 105.14             |                       |
| INTERMOUNTAIN GAS                                     | 08335990225 0  | 08335990225 072523                          | 128.04             |                       |
| COX BUSINESS                                          | 0012401037719  | 0012401037719502 071723                     | 81.99              |                       |
| <b>54-4410-5900 LIFT TOWER LDG REPAIR &amp; MAINT</b> |                |                                             |                    |                       |
| A.C. HOUSTON LUMBER CO.                               | 2307-608783    | DYNA FLEX, DAP, TOGGLER ANCHOR, FASTENERS   | 82.67              |                       |
| CHATEAU DRUG CENTER                                   | 27332268       | LIGHT BULBS, FUR FILTER                     | 28.48              |                       |
| PLATT ELECTRIC SUPPLY                                 | 4F75467        | KITCHEN HEATER PART                         | 191.25             |                       |
| WILRO PLUMBERS LLC                                    | 20685          | PLUMBING SERVICES LTL                       | 1,320.00           |                       |
| <b>54-4410-8010 REIMBURSE BCHA BLAINE CO CONTR</b>    |                |                                             |                    |                       |
| BLAINE COUNTY HOUSING AUT                             | 071723         | BLAINE COUNTY CONTRIBUTION REFUND-JULY 2023 | 23,259.23          |                       |
| Total COMMUNITY HOUSING EXPENSE:                      |                |                                             | 51,300.99          |                       |
| Total COMMUNITY HOUSING:                              |                |                                             | 51,300.99          |                       |
| <b>WATER FUND</b>                                     |                |                                             |                    |                       |
| <b>WATER EXPENDITURES</b>                             |                |                                             |                    |                       |
| <b>63-4340-3120 DATA PROCESSING</b>                   |                |                                             |                    |                       |
| BILLING DOCUMENT SPECIALIS                            | 89114          | Postage and Mailing inserts                 | 712.16             |                       |
| <b>63-4340-3200 OPERATING SUPPLIES</b>                |                |                                             |                    |                       |
| A.C. HOUSTON LUMBER CO.                               | 2307-607802    | Putty Knives, Filler Wood, Fir/larch S-Dry  | 40.06              |                       |
| CHATEAU DRUG CENTER                                   | 2727919        | AIR FILTERS                                 | 13.47              |                       |
| CINTAS                                                | 4154402900     | 110 RIVER RANCH RD WATER                    | 44.16              |                       |
| CINTAS                                                | 4161365344     | 110 RIVER RANCH RD ADMIN                    | 10.89              |                       |
| CINTAS                                                | 4161365344     | 110 RIVER RANCH RD WATER                    | 31.19              |                       |
| CINTAS                                                | 4162787743     | 110 RIVER RANCH RD WATER                    | 31.19              |                       |
| CINTAS                                                | 4162787743     | 110 RIVER RANCH RD ADMIN                    | 10.90              |                       |
| COLOR HAUS, INC.                                      | 5X5SC          | PAINT                                       | 17.98              |                       |
| GEM STATE PAPER & SUPPLY                              | 1100382        | TRASH BAGS, TISSUE, BLEACH                  | 133.38             |                       |
| INTEGRATED TECHNOLOGIES                               | 220893         | 110 RIVER RANCH RD- WATER                   | 6.94               |                       |
| McMASTER-CARR SUPPLY CO.                              | 10720467       | Pipe REPAIR CLAMP                           | 62.41              |                       |
| McMASTER-CARR SUPPLY CO.                              | 11169401       | Pleated Panel Air Filters                   | 58.50              |                       |
| TREASURE VALLEY COFFEE INC                            | 2160 09437199  | SQWINCHER STIX & COFFEE                     | 112.06             |                       |
| USA BLUEBOOK                                          | INV00082176    | HACH DPD 1, DRUM LEVEL GAUGE-33"            | 901.97             |                       |
| <b>63-4340-3500 MOTOR FUELS &amp; LUBRICANTS</b>      |                |                                             |                    |                       |
| CHRISTENSEN INC.                                      | 1024477        | 37271 - WATER                               | 376.23             |                       |
| <b>63-4340-3800 CHEMICALS</b>                         |                |                                             |                    |                       |
| GEM STATE WELDERS SUPPLY,I                            | 848755         | Hypochlorite Solution                       | 904.00             |                       |
| GEM STATE WELDERS SUPPLY,I                            | E271739        | Hypochlorite Solution                       | 610.00             |                       |
| <b>63-4340-4200 PROFESSIONAL SERVICES</b>             |                |                                             |                    |                       |
| GO-FER-IT                                             | 121215         | Water Samples                               | 53.55              |                       |



| Vendor Name                                        | Invoice Number | Description                                    | Net Invoice Amount | Purchase Order Number |
|----------------------------------------------------|----------------|------------------------------------------------|--------------------|-----------------------|
| <b>63-4340-4300 STATE &amp; WA DISTRICT FEES</b>   |                |                                                |                    |                       |
| PETROLEUM STORAGE TANK F                           | 29486          | Annual Renewal Statement                       | 75.00              |                       |
| <b>63-4340-5100 TELEPHONE &amp; COMMUNICATIONS</b> |                |                                                |                    |                       |
| CENTURY LINK                                       | 2087250715 19  | 2087250715 195B 060423 - WATER                 | 121.39             |                       |
| SENTINEL FIRE & SECURITY, IN                       | 89897          | BACKUP BATTERY FOR ALARM SYSTEM AT ROTARY WELL | 32.00              |                       |
| VERIZON WIRELESS                                   | 9939566266     | 365516521 WATER DEPT                           | 123.07             |                       |
| <b>63-4340-5200 UTILITIES</b>                      |                |                                                |                    |                       |
| DIG LINE                                           | 0071652-IN     | Monthly Fee                                    | 105.65             |                       |
| IDAHO POWER                                        | 2203658592 07  | 2203658592 072723                              | 13,568.11          |                       |
| IDAHO POWER                                        | 2206786259 07  | 2206786259 110 RIVER RANCH RD ADMIN            | 2.61               |                       |
| INTERMOUNTAIN GAS                                  | 32649330001 0  | 32649330001 062523-RIVER RANCH A               | 21.86              |                       |
| INTERMOUNTAIN GAS                                  | 32649330001 0  | 32649330001 072523                             | 10.43              |                       |
| Total WATER EXPENDITURES:                          |                |                                                | 18,191.16          |                       |
| <b>WATER DEBT SERVICE EXPENDITRES</b>              |                |                                                |                    |                       |
| <b>63-4800-8300 DEBT SRVC ACCT PRINCIPAL-2015B</b> |                |                                                |                    |                       |
| ZIONS BANK                                         | 071223         | Revenue Bond Series 2015B - Principal          | 30,000.00          |                       |
| <b>63-4800-8400 DEBT SRVC ACCT INTEREST-2015B</b>  |                |                                                |                    |                       |
| ZIONS BANK                                         | 071223         | Revenue Bond Series 2015B - LESS FUNDS ON HAND | 198.42-            |                       |
| ZIONS BANK                                         | 071223         | Revenue Bond Series 2015B - Interest           | 53,237.50          |                       |
| Total WATER DEBT SERVICE EXPENDITRES:              |                |                                                | 83,039.08          |                       |
| Total WATER FUND:                                  |                |                                                | 101,230.24         |                       |
| <b>WATER CAPITAL IMPROVEMENT FUND</b>              |                |                                                |                    |                       |
| <b>WATER CIP EXPENDITURES</b>                      |                |                                                |                    |                       |
| <b>64-4340-7800 CONSTRUCTION</b>                   |                |                                                |                    |                       |
| CLEARWATER LANDSCAPING                             | 23-067707      | SV RD WATER LINE PROJECT                       | 11,650.50          |                       |
| <b>64-4340-7806 NEW STAND-BY GENERATOR WA/ADM.</b> |                |                                                |                    |                       |
| DC ENGINEERING                                     | 21KET01A1D-    | ENGINEERING BACKUP POWER NWW & ADMIN           | 1,680.00           | 22057                 |
| Total WATER CIP EXPENDITURES:                      |                |                                                | 13,330.50          |                       |
| Total WATER CAPITAL IMPROVEMENT FUND:              |                |                                                | 13,330.50          |                       |
| <b>WASTEWATER FUND</b>                             |                |                                                |                    |                       |
| <b>WASTEWATER EXPENDITURES</b>                     |                |                                                |                    |                       |
| <b>65-4350-3120 DATA PROCESSING</b>                |                |                                                |                    |                       |
| BILLING DOCUMENT SPECIALIS                         | 89114          | Postage and Mailing inserts                    | 712.16             |                       |
| <b>65-4350-3200 OPERATING SUPPLIES</b>             |                |                                                |                    |                       |
| A.C. HOUSTON LUMBER CO.                            | 2307-602125    | Gloves                                         | 10.98              |                       |
| ATKINSONS' MARKET                                  | 04699210       | SPF50 SPRT                                     | 11.39              |                       |
| CINTAS                                             | 4154402900     | 110 RIVER RANCH RD WASTEWATER                  | 74.84              |                       |
| CINTAS                                             | 4161365344     | 110 RIVER RANCH RD ADMIN                       | 10.90              |                       |
| CINTAS                                             | 4161365344     | 110 RIVER RANCH RD WASTEWATER                  | 63.92              |                       |
| CINTAS                                             | 4162787743     | 110 RIVER RANCH RD WASTEWATER                  | 63.92              |                       |

| Vendor Name                                             | Invoice Number | Description                                                         | Net Invoice Amount | Purchase Order Number |
|---------------------------------------------------------|----------------|---------------------------------------------------------------------|--------------------|-----------------------|
| CINTAS                                                  | 4162787743     | 110 RIVER RANCH RD ADMIN                                            | 10.89              |                       |
| GEM STATE PAPER & SUPPLY                                | 1100237        | DISPENSER                                                           | .00                |                       |
| GEM STATE PAPER & SUPPLY                                | 1100664        | PAPER TOWELS                                                        | 41.06              |                       |
| INTEGRATED TECHNOLOGIES                                 | 220893         | 110 RIVER RANCH RD- WW                                              | 5.56               |                       |
| TREASURE VALLEY COFFEE INC                              | 2160:09437218  | COFFEE                                                              | 70.93              |                       |
| UPS STORE #2444                                         | MMN7FR58C      | WATER SAMPLES                                                       | 13.51              |                       |
| UPS STORE #2444                                         | MMN7FR5CY      | WATER SAMPLES                                                       | 17.52              |                       |
| UPS STORE #2444                                         | MMN7FR5NE      | WATER SAMPLES                                                       | 13.46              |                       |
| <b>65-4350-3500 MOTOR FUELS &amp; LUBRICANTS</b>        |                |                                                                     |                    |                       |
| NAPA AUTO PARTS                                         | 155461         | 2 CYCLE                                                             | 2.99               |                       |
| CHRISTENSEN INC.                                        | 1024476        | 37270 - Wastewater                                                  | 651.06             |                       |
| CHRISTENSEN INC.                                        | 219395         | CHEVRON DELO 15-40                                                  | 958.80             |                       |
| <b>65-4350-5100 TELEPHONE &amp; COMMUNICATIONS</b>      |                |                                                                     |                    |                       |
| CENTURY LINK                                            | 2087268953 40  | 2087268953 402B - Wastewater                                        | 61.54              |                       |
| SYRINGA NETWORKS, LLC                                   | 23APR0298      | 020203 040123                                                       | 650.00             |                       |
| VERIZON WIRELESS                                        | 9939413745     | 965494438 WASTEWATER DEPT                                           | 65.98              |                       |
| <b>65-4350-5200 UTILITIES</b>                           |                |                                                                     |                    |                       |
| IDAHO POWER                                             | 2202158701 07  | 2202158701 110 RIVER RANCH RD SWR                                   | 12,864.93          |                       |
| IDAHO POWER                                             | 2202703357 07  | 2202703357 1001 CHIEF JOSEPH CT WY EQU CTR                          | 24.90              |                       |
| IDAHO POWER                                             | 2206786259 07  | 2206786259 110 RIVER RANCH RD ADMIN                                 | 2.61               |                       |
| INTERMOUNTAIN GAS                                       | 32649330001 0  | 32649330001 062523-RIVER RANCH A                                    | 21.85              |                       |
| INTERMOUNTAIN GAS                                       | 32649330001 0  | 32649330001 062523- RIVER RANCH RD                                  | 92.64              |                       |
| INTERMOUNTAIN GAS                                       | 32649330001 0  | 32649330001 072523                                                  | 10.42              |                       |
| INTERMOUNTAIN GAS                                       | 32649330001 0  | 32649330001 072523                                                  | 48.15              |                       |
| INTERMOUNTAIN GAS                                       | 58208688554 0  | 58208688554 072523                                                  | 15.45              |                       |
| <b>65-4350-6000 REPAIR &amp; MAINT-AUTO EQUIP</b>       |                |                                                                     |                    |                       |
| JACK'S TIRE & OIL, INC.                                 | 23-0416629-03  | Truck Tires                                                         | 2,504.76           |                       |
| LES SCHWAB                                              | 11700823392    | Flat Repair                                                         | 48.28              |                       |
| NORTHWEST EQUIP SALES MAC                               | 186389TP       | UNIV JOINT                                                          | 118.10             |                       |
| NORTHWEST EQUIP SALES MAC                               | 186496TP       | KIT                                                                 | 80.63              |                       |
| <b>65-4350-6100 REPAIR &amp; MAINT-MACH &amp; EQUIP</b> |                |                                                                     |                    |                       |
| GRAINGER, INC., W.W.                                    | 9774661624     | PLEATED AIR FILTERS                                                 | 77.76              |                       |
| PIPECO, INC.                                            | S5108753.001   | 6" ROOR RAINBIRD Y56007                                             | 24.23              |                       |
| UNITED STATES PLASTIC CORP                              | 7145612        | TYGON XL-60 1/4 ID X 3/8 OD 50FT                                    | 111.85             |                       |
| VEOLIA WATER TECHNOLOGIES                               | 23003189 RI 05 | FREIGHT                                                             | 609.00             |                       |
| VEOLIA WATER TECHNOLOGIES                               | 23003189 RI 05 | Baldor XPNV 0.75/1,0 hp CL1 DIV1 230/460V 143TC x-PROOF BRAKE MOTOR | 6,509.52           | 23052                 |
| <b>65-4350-6900 COLLECTION SYSTEM SERVICES/CHA</b>      |                |                                                                     |                    |                       |
| DIG LINE                                                | 0071652-IN     | Monthly Fee                                                         | 105.66             |                       |
| LUTZ RENTALS                                            | 144846-1       | GENERATOR JET                                                       | 6.10               |                       |
| CHRISTENSEN INC.                                        | 1024476        | 37270 - Wastewater                                                  | 167.74             |                       |
| USA BLUEBOOK                                            | INV00070368    | 1"X25' Leader Hose Black 3000                                       | 216.00             |                       |
| VERIZON WIRELESS                                        | 9939413745     | 965494438 WASTEWATER DEPT                                           | 41.53              |                       |
| ENVIRO-CLEAN ENVIROMENT, I                              | 23-60619       | TYGER TAIL, 2"X36"                                                  | 97.17              |                       |
| Total WASTEWATER EXPENDITURES:                          |                |                                                                     | 27,310.69          |                       |
| Total WASTEWATER FUND:                                  |                |                                                                     | 27,310.69          |                       |

**WASTEWATER CAPITAL IMPROVE FND  
WASTEWATER CIP EXPENDITURES**

| Vendor Name                                            | Invoice Number | Description                                  | Net Invoice Amount | Purchase Order Number |
|--------------------------------------------------------|----------------|----------------------------------------------|--------------------|-----------------------|
| <b>67-4350-7815 AERATION BASINS BLOWERS &amp; ELEC</b> |                |                                              |                    |                       |
| HDR ENGINEERING, INC.                                  | 1200540391     | TASK ORDER#001 AB UPGRADE DETAILED DESIGN    | 19,443.66          | 23090                 |
| <b>67-4350-7817 REMOVE DIGESTER NO 1 BLDG &amp; FL</b> |                |                                              |                    |                       |
| HDR ENGINEERING, INC.                                  | 1200542233     | TASK ORDER #15 SOLIDS HANDLING PER           | 12,633.09          | 23056                 |
| Total WASTEWATER CIP EXPENDITURES:                     |                |                                              | 32,076.75          |                       |
| Total WASTEWATER CAPITAL IMPROVE FND:                  |                |                                              | 32,076.75          |                       |
| <b>PARKS/REC DEV TRUST FUND</b>                        |                |                                              |                    |                       |
| <b>93-3700-6840 KAC PERFORMANCE ART</b>                |                |                                              |                    |                       |
| SUN VALLEY MUSIC FESITVAL                              | 080223         | KAC PERFORMANCE ART EVENT                    | 1,000.00           |                       |
| Total :                                                |                |                                              | 1,000.00           |                       |
| Total PARKS/REC DEV TRUST FUND:                        |                |                                              | 1,000.00           |                       |
| <b>DEVELOPMENT TRUST FUND</b>                          |                |                                              |                    |                       |
| <b>DEVELOPMENT TRUST EXPENDITURES</b>                  |                |                                              |                    |                       |
| <b>94-4900-8000 PEG GATEWAY MARRIOT AUTOGRAPH</b>      |                |                                              |                    |                       |
| WHITE PETERSON LAW FIRM                                | 24892R 063023  | GATEWAY HOTEL DEVELOPMENT PROPOSAL 063023    | 2,580.50           |                       |
| <b>94-4900-8099 CONRAD - 2107 WARM SPRINGS RD</b>      |                |                                              |                    |                       |
| CONRAD BROTHERS CONSTRU                                | 072523         | Refund Development Bond 2107 WARM SPRINGS RD | 25,500.00          |                       |
| Total DEVELOPMENT TRUST EXPENDITURES:                  |                |                                              | 28,080.50          |                       |
| Total DEVELOPMENT TRUST FUND:                          |                |                                              | 28,080.50          |                       |
| Grand Totals:                                          |                |                                              | 1,359,262.00       |                       |

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 COUNCIL MEETING AGENDA MEMO**

Meeting Date:  Staff Member/Dept:

Agenda Item:

Recommended Motion:

I move to approve Alcohol Beverage Licenses for the applicants included in the staff report.

Reasons for Recommendation:

- Ketchum Municipal Code requires certain licenses to sell liquor, beer or wine.
- The attached applications are for the period of September 1, 2023 – August 31, 2024
- Council approval is requested to complete the process of issuing such beer, wine and liquor licenses

Policy Analysis and Background (non-consent items only):

In accordance with Municipal Code 5.04.020, Alcoholic Beverage Sales, it is unlawful for any person to sell liquor, beer, or wine at retail or by the drink within the City without certain licenses as required pursuant to Ordinance 367. All City licenses for liquor, beer, and wine expire annually and require renewal by September 1<sup>st</sup>. The businesses will be vending beer, wine and liquor on premise (wine is included in the liquor fees) and not to be consumed on premise, per application.

Currently, the following businesses have filed for their license and Council approval is requested to complete the process of issuing such beer, wine and liquor licenses.

Sustainability Impact:

None

Financial Impact:

Revenue: The City will realize a revenue of \$10,320.00 from approval of these licenses in accordance with the current fee structure.

Attachments:

1. Table of Licenses
2. Beer, Wine & Liquor-by-the-Drink License Applications

| <u>Company</u>                 | <u>Beer Consumed on Premises</u> | <u>Beer Not to be Consumed on Premises</u> | <u>Wine Consumed on Premises</u> | <u>Wine Not to be Consumed on Premises</u> | <u>Liquor</u> | <u>Total Amount of Fees Paid</u> |
|--------------------------------|----------------------------------|--------------------------------------------|----------------------------------|--------------------------------------------|---------------|----------------------------------|
| Ketchum Kitchens LLC           |                                  |                                            |                                  | X                                          |               | \$200                            |
| Apples Bar & Grill             | X                                |                                            | X                                |                                            |               | \$400                            |
| La Cabanita Mexican Restaurant | <u>X</u>                         |                                            | <u>X</u>                         |                                            |               | <u>\$400</u>                     |
| That's Entertainment           |                                  | X                                          |                                  | X                                          |               | \$250                            |
| Rickshaw                       | X                                | X                                          | X                                | X                                          |               | \$650                            |
| Ida Thai                       | X                                | X                                          | X                                | X                                          |               | \$650                            |
| Scout Wine & Cheese            | X                                | X                                          | X                                | X                                          |               | \$650                            |
| The Kneadery                   | X                                |                                            | X                                |                                            |               | \$400                            |
| Independent Goods LLC          |                                  | X                                          |                                  | X                                          |               | \$250                            |
| Taylor'd Events                |                                  | X                                          |                                  | X                                          |               | \$250                            |
| Enoteca                        | X                                | X                                          | X                                | X                                          |               | \$650                            |
| Pioneer Saloon                 | X                                |                                            |                                  |                                            | X             | \$760                            |

|                                      |   |   |   |   |   |       |
|--------------------------------------|---|---|---|---|---|-------|
| Smoky Mountain<br>Pizza & Pasta      | X | X | X | X |   | \$650 |
| Desporado's<br>Mexican<br>Restaurant | X |   | X |   |   | \$400 |
| Rasberry's Inc                       | X | X | X | X |   | \$650 |
| TNT Taproom                          | X | X | X | X |   | \$650 |
| Vintage Restaurant                   | X |   | X | X |   | \$600 |
| Sushi on Second                      | X | X | X |   |   | \$450 |
| Salted Sprig LLC                     | X | X | X | X |   | \$650 |
| Whiskey's & Music<br>LLC             | X |   |   |   | X | \$760 |



City of Ketchum

**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| Applicant Name: <u>Ketchum Kitchens LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Doing Business As: <u>Ketchum Kitchens</u>                                                                                             |
| Physical Address where license will be displayed: <u>451 4TH ST E KETCHUM</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                        |
| Mailing Address: <u>PO 2197, Ketchum</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                        |
| Recorded Owner of Property: <u>Giacobbi Sq</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                        |
| Applicant Phone Number: <u>208 726 1989</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Applicant Email: <u>johnfmelin@gmail.com</u>                                                                                           |
| STATE LICENSE NO: _____ (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | COUNTY LICENSE NO: _____ (copy required)                                                                                               |
| Corporation: <input checked="" type="checkbox"/> <u>LLC</u><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                          | List names and addresses of corporation officers and/or partners:<br><u>John T. Melin</u><br><u>Whitney T. Melin</u><br>_____<br>_____ |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                        |
| Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$200.00                                                                                                                               |
| Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$ 50.00                                                                                                                               |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                        |
| Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$200.00                                                                                                                               |
| Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200.00                                                                                                                               |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                        |
| Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$560.00                                                                                                                               |
| Total Fees Due \$ <u>200.00</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                        |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                        |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                                        |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                        |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

*[Signature]* Major Owner  
Applicant Signature Relation to Business  
7/5/2023

Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                   |                                   |                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|------------------------|
| Date Received: <u>7/13/23</u>                                                                                                                                                                                                                                                                       | License Fee Paid: <u>\$200.00</u> | License No: <u>88A</u> |
| <i>To the City Council, Ketchum, Idaho;</i><br><i>The undersigned, a Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, _____ - August 31, _____</i> |                                   |                        |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                               |                                   |                        |
| _____<br>Mayor                                                                                                                                                                                                                                                                                      |                                   |                        |



# Idaho State Police

Premises No.: 5B-26041

## Retail Alcohol Beverage License

License Year: 2024

License Number: 26041

*This is to certify, that* Ketchum Kitchens LLC

*doing business as:* Ketchum Kitchens

*is licensed to sell alcoholic beverages as stated below at:*

451 4th St E, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*

*County and city licenses are also required in order to operate.*

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | No                  |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | No                  |
| On-premises consumption | No                  |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

KETCHUM KITCHENS LLC  
 KETCHUM KITCHENS  
 PO BOX 2197

KETCHUM, ID 83340  
*Mailing Address*

TOTAL FEE: \$150.00

*Valid*  
08/01/2023 - 07/31/2024

***Expires***  
**07/31/2024**



City of Ketchum

**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                        |                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Applicant Name: <u>Apples Inc.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Doing Business As: <u>Apples Bar &amp; Grill</u>                                                                                                       |                  |
| Physical Address where license will be displayed: <u>215 Picabo St.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                        |                  |
| Mailing Address: <u>Box 4445 Ketchum</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                        |                  |
| Recorded Owner of Property: <u>Minor Trust LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                        |                  |
| Applicant Phone Number: <u>208 309 1004</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Applicant Email: <u>hankminor@vlabco.com</u>                                                                                                           |                  |
| STATE LICENSE NO: <u>4207</u> (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | COUNTY LICENSE NO: <u>14</u> (copy required)                                                                                                           |                  |
| Corporation: <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | List names and addresses of corporation officers and/or partners:<br><u>Hank Minor</u><br><u>Heather Minor</u><br><u>Box 4445</u><br><u>Ketchum Id</u> |                  |
| Partnership: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                        |                  |
| Individual: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                        |                  |
| If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                        |                  |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                        |                  |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Draft or Bottled or Canned Beer to be consumed on premises                                                                                             | \$200.00         |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Bottled or Canned Beer NOT to be consumed on premises                                                                                                  | \$ 50.00         |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                        |                  |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Wine, to be consumed on premises                                                                                                                       | \$200.00         |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Wine, NOT to be consumed on premises                                                                                                                   | \$200.00         |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                        |                  |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                   | \$560.00         |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                        | \$ <u>400.00</u> |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                        |                  |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                                                        |                  |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                        |                  |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

\_\_\_\_\_  
 Applicant Signature Relation to Business

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                                                                                                                            |                                |                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------|
| Date Received: <u>7/18/23</u>                                                                                                                                                                                                                                                                                                                                                                                                | License Fee Paid: <u>\$400</u> | License No: <u>20A</u> |
| <p><i>To the City Council, Ketchum, Idaho;</i><br/>           The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, <u>2023</u> - August 31, <u>2024</u></p> <p>Approved by City of Ketchum Idaho by;</p><br><br><p>_____<br/>           Mayor</p> |                                |                        |

# Idaho State Police

Premises Number: 5B-160

## Retail Alcohol Beverage License

License Year: 2024

License Number: 4207

*This is to certify, that* Apples Inc  
*doing business as:* Apples Bar & Grill

*is licensed to sell alcoholic beverages as stated below at:*  
215 Picabo Street, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*  
County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00

\_\_\_\_\_  
*Signature of Licensee, Corporate Officer, LLC Member or Partner*

APPLES INC  
APPLES BAR & GRILL  
PO BOX 4445

KETCHUM, ID 83340

*Mailing Address*

*License Valid:* 08/01/2023 - 07/31/2024

***Expires:* 07/31/2024**

  
*Director of Idaho State Police*



2024

BLAINE COUNTY  
STATE OF IDAHO

No. 14

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT \_\_\_\_\_ APPLES INC  
 doing business as \_\_\_\_\_ APPLES BAR & GRILL  
 at \_\_\_\_\_ 215 PICABO STREET, KETCHUM, ID 83340  
 a(n) \_\_\_\_\_ CORPORATION \_\_\_\_\_, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946    Retail Liquor: 06/27/1947    Retail Wine: 04/12/1947    Wine By Drink: 06/11/1973.

|                                                             |        |
|-------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                      | 100.00 |
| Bottled or Canned Beer to be consumed on premises .....     | 0.00   |
| Bottled or Canned Beer not to be consumed on premises ..... | 0.00   |
| Retail Liquor- 14 .....                                     | 0.00   |
| Retail Wine .....                                           | 100.00 |
| Wine by the Drink .....                                     | 100.00 |
| Special Wine (Sunday) .....                                 | 0.00   |

\_\_\_\_\_  
Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

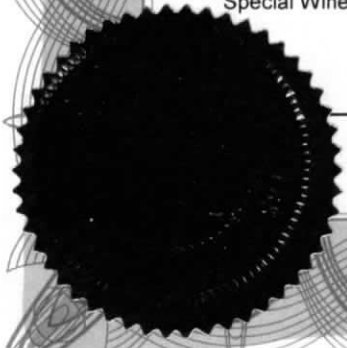
Witness my hand and seal this 20th day of June, 2023.

*[Signature]*  
\_\_\_\_\_  
Chairman

*[Signature]*  
\_\_\_\_\_  
Commissioner

*[Signature]*  
\_\_\_\_\_  
Commissioner

TOTAL FEE: 300.00  
*[Signature]*  
 \_\_\_\_\_  
 Clerk of the Board of County Commissioners





City of Ketchum

Beer, Wine & Liquor-by-the Drink License Application

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at xpressbillpay.com. For questions, please e-mail finance@ketchumidaho.org or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| Applicant Name: Armenta Bros Ketchum, ID                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Doing Business As: La Cabanita Mex Restaurant                                                         |
| Physical Address where license will be displayed: 160 5 <sup>th</sup> St. W, Ketchum ID 83340                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                       |
| Mailing Address: P.O. Box 3539, Ketchum ID 83340                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                       |
| Recorded Owner of Property: Rodolfo Armenta                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                       |
| Applicant Phone Number: (208) 309-0781                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Applicant Email: lacabanita mexidaho@gmail.com                                                        |
| STATE LICENSE NO: (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | COUNTY LICENSE NO: (copy required)                                                                    |
| Corporation: <input checked="" type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                     | List names and addresses of corporation officers and/or partners:<br>_____<br>_____<br>_____<br>_____ |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                       |
| <input checked="" type="checkbox"/> Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$200.00                                                                                              |
| <input type="checkbox"/> Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$ 50.00                                                                                              |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                       |
| <input checked="" type="checkbox"/> Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200.00                                                                                              |
| <input type="checkbox"/> Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | \$200.00                                                                                              |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                       |
| <input type="checkbox"/> Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | \$560.00                                                                                              |
| Total Fees Due \$ 400.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                       |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                       |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                       |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                       |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

Daniel Armenta

President

Applicant Signature

Relation to Business

6/21/2023

Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                                                                                        |                                |                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|--------------------------|
| Date Received: <u>7/18/23</u>                                                                                                                                                                                                                                                                                                                                                            | License Fee Paid: <u>\$400</u> | License No: <u>1957A</u> |
| <p>To the City Council, Ketchum, Idaho;<br/>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, <u>2023</u> - August 31, <u>2024</u></p> <p>Approved by City of Ketchum Idaho by;</p> <p>_____<br/>Mayor</p> |                                |                          |

# Idaho State Police

Premises No.: 5B-10603

## Retail Alcohol Beverage License

License Year: 2024

License Number: 10603

*This is to certify, that* Armenta Bros Ketchum Inc  
*doing business as:* La Cabanita Mexican Restaurant

*is licensed to sell alcoholic beverages as stated below at:*  
160 5th St W, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*  
County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | Yes <u>\$20.00</u>  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$270.00

|                                                                                                                              |
|------------------------------------------------------------------------------------------------------------------------------|
| ARMENTA BROS KETCHUM INC<br>LA CABANITA MEXICAN RESTAURANT<br>PO BOX 3539<br><br>KETCHUM, ID 83340<br><i>Mailing Address</i> |
|------------------------------------------------------------------------------------------------------------------------------|

*Valid*  
08/01/2023 - 07/31/2024

***Expires***  
**07/31/2024**



2024

BLAINE COUNTY  
STATE OF IDAHO

No. 65

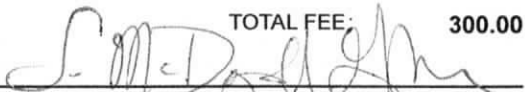
**RETAIL ALCOHOLIC BEVERAGE LICENSE**

THIS IS TO CERTIFY THAT ARMENTA BROS KETCHUM INC  
doing business as LA CABANITA MEXICAN RESTAURANT  
at 160 5TH ST W. KETCHUM, ID 83340  
a(n) CORPORATION, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

|                                                             |        |
|-------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                      | 100.00 |
| Bottled or Canned Beer to be consumed on premises .....     | 0.00   |
| Bottled or Canned Beer not to be consumed on premises ..... | 0.00   |
| Retail Liquor- 65 .....                                     | 0.00   |
| Retail Wine .....                                           | 100.00 |
| Wine by the Drink .....                                     | 100.00 |
| Special Wine (Sunday) .....                                 | 0.00   |

TOTAL FEE 300.00

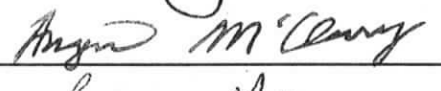
  
Clerk of the Board of County Commissioners

\_\_\_\_\_  
Signature of Licensee or Officer of Corporation

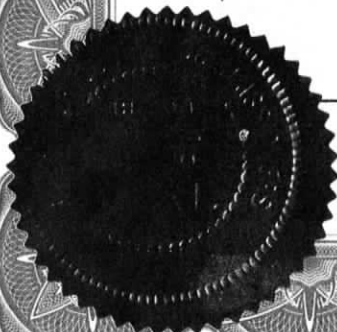
This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

Witness my hand and seal this 11th day of July, 2023.

  
Chairman

  
Commissioner

  
Commissioner





City of Ketchum

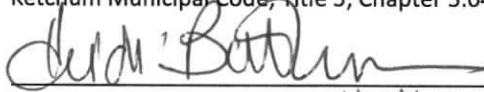
**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                           |                                                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| Applicant Name: <b>Macsquared LLC</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                           | Doing Business As: <b>That's Entertainment</b>              |
| Physical Address where license will be displayed: <b>180 Northwood Way Ketchum ID 83340</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                           |                                                             |
| Mailing Address: <b>PO Box 2514 Ketchum ID 83340</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                           |                                                             |
| Recorded Owner of Property: <b>Owner of business is Macsquared LLC Alexandra Mackintosh</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                           |                                                             |
| Applicant Phone Number: <b>425-890-8400</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                           | Applicant Email: <b>accounting@thatsentertainmentsv.com</b> |
| STATE LICENSE NO: <b>1726</b> (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | COUNTY LICENSE NO: <b>51</b> (copy required)                                                                                                                              |                                                             |
| Corporation: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | List names and addresses of corporation officers and/or partners:<br>Alexandra Mackintosh<br>_____<br>Johnny Patridge<br>_____<br>Heidi Bathum<br>_____<br>_____<br>_____ |                                                             |
| Partnership: <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                           |                                                             |
| Individual: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                           |                                                             |
| If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                           |                                                             |
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                           |                                                             |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                           |                                                             |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                | \$200.00                                                    |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Bottled or Canned Beer NOT to be consumed on premises                                                                                                                     | \$ 50.00                                                    |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                           |                                                             |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Wine, to be consumed on premises                                                                                                                                          | \$200.00                                                    |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Wine, NOT to be consumed on premises                                                                                                                                      | \$200.00                                                    |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                           |                                                             |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                      | \$560.00                                                    |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                           | \$ <u>250.00</u>                                            |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                           |                                                             |
| <p>Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation?      Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years?      Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> |                                                                                                                                                                           |                                                             |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.



**Partner/Finance Manager**

Applicant Signature

Heidi Bathum

Relation to Business

**July 13, 2023**

Date

City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                      |                           |                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-------------------|
| Date Received: 7/18/23                                                                                                                                                                                                                                                                                 | License Fee Paid \$250.00 | License No: 7007A |
| <i>To the City Council, Ketchum, Idaho;</i><br>The undersigned, a Corporation <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of September 1, 2023 - August 31, 2024 |                           |                   |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                                  |                           |                   |
| _____<br>Mayor                                                                                                                                                                                                                                                                                         |                           |                   |

# Idaho State Police

Cycle Tracking Number: 143036

Premises Number: 5B-119

## Retail Alcohol Beverage License

License Year: 2024

License Number: 1726

*This is to certify, that* MacSquared, LLC  
*doing business as:* That's Entertainment

*is licensed to sell alcoholic beverages as stated below at:*  
180 Northwood Way, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*  
County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | No                  |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | No                  |
| On-premises consumption | No                  |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

*Signature of Licensee, Corporate Officer, LLC Member or Partner*

MACSQUARED, LLC  
 THAT'S ENTERTAINMENT  
 PO BOX 2514  
  
 KETCHUM, ID 83340  
*Mailing Address*

TOTAL FEE: \$150.00

*License Valid:* 08/01/2023 - 07/31/2024

**Expires: 07/31/2024**

Director of Idaho State Police



2024

BLAINE COUNTY  
STATE OF IDAHO

No. 51

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT \_\_\_\_\_ MACSQUARED, LLC \_\_\_\_\_  
 doing business as \_\_\_\_\_ THAT'S ENTERTAINMENT \_\_\_\_\_  
 at \_\_\_\_\_ 180 NORTHWOOD WAY, KETCHUM, ID 83340 \_\_\_\_\_  
 a(n) \_\_\_\_\_ LLC \_\_\_\_\_, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

|                                                             |        |
|-------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                      | 0.00   |
| Bottled or Canned Beer to be consumed on premises .....     | 0.00   |
| Bottled or Canned Beer not to be consumed on premises ..... | 25.00  |
| Retail Liquor- 51 .....                                     | 0.00   |
| Retail Wine .....                                           | 100.00 |
| Wine by the Drink .....                                     | 0.00   |
| Special Wine (Sunday) .....                                 | 0.00   |

TOTAL FEE: 125.00

\_\_\_\_\_  
Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

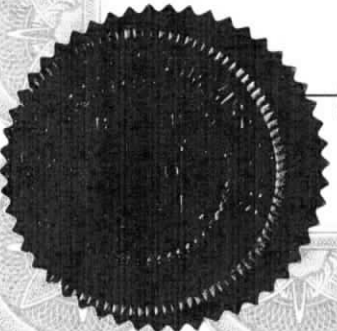
Witness my hand and seal this 6th day of July, 2023.

Matt Davis  
Chairman

Angus McCarry  
Commissioner

Lindsay Molleneaux  
Commissioner

S. McDougall  
Clerk of the Board of County Commissioners





City of Ketchum

### Beer, Wine & Liquor-by-the Drink License Application

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                            |                                                                                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Applicant Name: Rickshaw Inc                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                            | Doing Business As: Rickshaw                                                                                                                                                                                                                         |
| Physical Address where license will be displayed: 460 N Washington Ave                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                            |                                                                                                                                                                                                                                                     |
| Mailing Address: PO Box 10200, Ketchum, ID 83340                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                            |                                                                                                                                                                                                                                                     |
| Recorded Owner of Property: ITGN, LLC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                            |                                                                                                                                                                                                                                                     |
| Applicant Phone Number: 208 726 8481                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                            | Applicant Email: hello@eat-at-rickshaw.com                                                                                                                                                                                                          |
| STATE LICENSE NO: 5426 (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                            | COUNTY LICENSE NO: (copy required)                                                                                                                                                                                                                  |
| Corporation: <input checked="" type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                        |                                                            | List names and addresses of corporation officers and/or partners:<br>Andreas Heaphy - POB 821 Sun Valley, ID 83353<br>_____<br>Nina Jonas - POB 821 Sun Valley, ID 83353<br>_____<br>Kingsley Murphy - POB 3818 Ketchum, ID 83340<br>_____<br>_____ |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                            |                                                                                                                                                                                                                                                     |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Draft or Bottled or Canned Beer to be consumed on premises | \$200.00                                                                                                                                                                                                                                            |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Bottled or Canned Beer NOT to be consumed on premises      | \$ 50.00                                                                                                                                                                                                                                            |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                            |                                                                                                                                                                                                                                                     |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Wine, to be consumed on premises                           | \$200.00                                                                                                                                                                                                                                            |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Wine, NOT to be consumed on premises                       | \$200.00                                                                                                                                                                                                                                            |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                            |                                                                                                                                                                                                                                                     |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Liquor by the Drink (Note: Liquor fee includes wine)       | \$560.00                                                                                                                                                                                                                                            |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                            | \$650.00                                                                                                                                                                                                                                            |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                            |                                                                                                                                                                                                                                                     |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                            |                                                                                                                                                                                                                                                     |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                            |                                                                                                                                                                                                                                                     |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.



Treasure

Applicant Signature  
July 14, 2023

Relation to Business

Date

City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                      |                            |                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|------------------|
| Date Received: 7/10/23                                                                                                                                                                                                                                                                                 | License Fee Paid: \$650.00 | License No: 854A |
| <i>To the City Council, Ketchum, Idaho;</i><br>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of September 1, 2023 - August 31, 2024 |                            |                  |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                                  |                            |                  |
| <hr/>                                                                                                                                                                                                                                                                                                  |                            |                  |
| Mayor                                                                                                                                                                                                                                                                                                  |                            |                  |

# Idaho State Police

Cycle Tracking Number: 144051

Premises Number: 5B-234

## Retail Alcohol Beverage License

License Year: 2024

License Number: 5426

*This is to certify, that* Rickshaw Inc  
*doing business as:* Rickshaw

*is licensed to sell alcoholic beverages as stated below at:*  
460 N Washington Ave, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license. County and city licenses are also required in order to operate.*

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00

  
Signature of Licensee, Corporate Officer, LLC Member or Partner

RICKSHAW INC  
RICKSHAW  
PO BOX 10200  
  
KETCHUM, ID 83340  
*Mailing Address*

License Valid: 08/01/2023 - 07/31/2024

**Expires: 07/31/2024**

  
Director of Idaho State Police







City of Ketchum

**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| Applicant Name: <u>New Endeavor LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Doing Business As: <u>IDA Thai</u>                                                                                                                    |
| Physical Address where license will be displayed: <u>310 S. Main Ketchum ID.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                       |
| Mailing Address: <u>P.O. Box 2854 Sun Valley ID. 83353</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                       |
| Recorded Owner of Property: <u>Ketchum Royal LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                       |
| Applicant Phone Number: <u>816-716-9669</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Applicant Email: <u>mronr41@gmail.com</u>                                                                                                             |
| STATE LICENSE NO: _____ (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | COUNTY LICENSE NO: <u>97</u> (copy required)                                                                                                          |
| Corporation: <input checked="" type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                     | List names and addresses of corporation officers and/or partners:<br><u>Matt Runte 401 White Tail Dr. Hailey ID. 83333</u><br>_____<br>_____<br>_____ |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                       |
| Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$200.00                                                                                                                                              |
| Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$ 50.00                                                                                                                                              |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                       |
| Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$200.00                                                                                                                                              |
| Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200.00                                                                                                                                              |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                       |
| Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$560.00                                                                                                                                              |
| Total Fees Due <u>\$ 650.00</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                       |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                       |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                                                       |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                       |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

[Signature] Managing Member  
Applicant Signature Relation to Business

7/10/23  
Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                                                                                        |                                   |                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|--------------------------|
| Date Received: <u>7/10/23</u>                                                                                                                                                                                                                                                                                                                                                            | License Fee Paid: <u>\$650.00</u> | License No: <u>1481A</u> |
| <p>To the City Council, Ketchum, Idaho;<br/>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, <u>2023</u> - August 31, <u>2024</u></p> <p>Approved by City of Ketchum Idaho by;</p> <p>_____<br/>Mayor</p> |                                   |                          |

# Idaho State Police

Premises Number: 5B-31301 **Retail Alcohol Beverage License**

License Year: 2024  
License Number: 31301

*This is to certify, that* **New Endeavor LLC**  
*doing business as:* **Ida Thai**

*is licensed to sell alcoholic beverages as stated below at:*  
**310 S Main, Ketchum, Blaine County**

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*  
County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | Yes <u>\$0.00</u>   |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

**TOTAL FEE: \$250.00**

*Signature of Licensee, Corporate Officer, LLC Member or Partner*

**NEW ENDEAVOR LLC**  
**IDA THAI**  
**PO BOX 2854**

**SUN VALLEY, ID 83353**  
*Mailing Address*

**License Valid: 08/01/2023 - 07/31/2024**

**Expires: 07/31/2024**



Director of Idaho State Police



2024

BLAINE COUNTY  
STATE OF IDAHO

No. 83

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT NEW ENDEAVOR LLC  
 doing business as IDA THAI  
 at 310 S MAIN ST. KETCHUM. ID 83340  
 a(n) LLC, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

|                                                             |               |
|-------------------------------------------------------------|---------------|
| Draft and Bottled or Canned Beer .....                      | 100.00        |
| Bottled or Canned Beer to be consumed on premises .....     | 0.00          |
| Bottled or Canned Beer not to be consumed on premises ..... | 0.00          |
| Retail Liquor- 83 .....                                     | 0.00          |
| Retail Wine .....                                           | 100.00        |
| Wine by the Drink .....                                     | 100.00        |
| Special Wine (Sunday) .....                                 | 0.00          |
| <b>TOTAL FEE</b> .....                                      | <b>300.00</b> |

\_\_\_\_\_  
Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

Witness my hand and seal this 18th day of July, 2023.

*Misty Davis*

Chairman

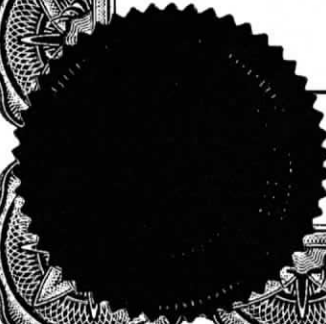
*Angie McCreary*

Commissioner

*Lindsay Molleneaux*

Commissioner

*[Signature]*  
Clerk of the Board of County Commissioners





**City of Ketchum**


**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |                                                                                                       |                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------------------|-----------------------------------|
| Applicant Name: <u>Dianne Dillingham</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  | Doing Business As: <u>Scout Wine &amp; Cheese</u>                                                     |                                   |
| Physical Address where license will be displayed: <u>360 East Ave N. #8 Ketchum, ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                                                                                                       |                                   |
| Mailing Address: <u>P.O. Box 3080 Sun Valley, ID 83353</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                                                                                                       |                                   |
| Recorded Owner of Property: <u>Wood River Rentals, LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |                                                                                                       |                                   |
| Applicant Phone Number: <u>310-508-3082</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  | Applicant Email: <u>dianne@scoutsunvalley.com</u>                                                     |                                   |
| STATE LICENSE NO: <u>31762</u> (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  | COUNTY LICENSE NO: <u>41</u> (copy required)                                                          |                                   |
| Corporation: <input type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input checked="" type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                |  | List names and addresses of corporation officers and/or partners:<br>_____<br>_____<br>_____<br>_____ |                                   |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                                                                                                       |                                   |
| Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  | ✓                                                                                                     | \$200.00                          |
| Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  | ✓                                                                                                     | \$ 50.00                          |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |                                                                                                       |                                   |
| Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  | ✓                                                                                                     | \$200.00                          |
| Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  | ✓                                                                                                     | \$200.00                          |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                                                                                                       |                                   |
| Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  | X                                                                                                     | <del>\$560.00</del>               |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |                                                                                                       | \$ <del>810.00</del> <u>\$650</u> |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |                                                                                                       |                                   |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |  |                                                                                                       |                                   |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |  |                                                                                                       |                                   |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

  
 Applicant Signature \_\_\_\_\_ Relation to Business OWNER

Date 7/12/23

\_\_\_\_\_  
 City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                                                                                                                                 |                                   |                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|--------------------------|
| Date Received: <u>7/18/23</u>                                                                                                                                                                                                                                                                                                                                                                                                     | License Fee Paid: <u>\$650.00</u> | License No: <u>6968A</u> |
| <p>To the City Council, Ketchum, Idaho;<br/>                     The undersigned, a Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input checked="" type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, <u>2023</u>- August 31, <u>2024</u></p> <p>Approved by City of Ketchum Idaho by;</p> <p>_____<br/>                     Mayor</p> |                                   |                          |

# Idaho State Police

Cycle Tracking Number: 143319

Premises Number: 5B-31762 **Retail Alcohol Beverage License**

License Year: 2024

License Number: 31762

*This is to certify, that* Scout Wine & Cheese LLC  
*doing business as:* Scout Wine & Cheese

*is licensed to sell alcoholic beverages as stated below at:*  
360 East Avenue, Unit 8, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license. County and city licenses are also required in order to operate.*

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00

  
\_\_\_\_\_  
Signature of Licensee, Corporate Officer, LLC Member or Partner

SCOUT WINE & CHEESE LLC  
 SCOUT WINE & CHEESE  
 229 GREENHORN RD  
  
 HAILEY, ID 83333  
*Mailing Address*

*License Valid:* 08/01/2023 - 07/31/2024

***Expires:* 07/31/2024**

  
Director of Idaho State Police



2024

BLAINE COUNTY  
STATE OF IDAHO

No. 61

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT SCOUT WINE & CHEESE LLC  
 doing business as SCOUT WINE & CHEESE  
 at 360 EAST AVE. UNIT 8. KETCHUM. ID 83340  
 a(n) LLC, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of  
 Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the  
 regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of  
 said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946    Retail Liquor: 06/27/1947    Retail Wine: 04/12/1947    Wine By Drink: 06/11/1973.

|                                                                |               |
|----------------------------------------------------------------|---------------|
| Draft and Bottled or Canned Beer .....                         | 100.00        |
| Bottled or Canned Beer to be<br>consumed on premises .....     | 0.00          |
| Bottled or Canned Beer not to<br>be consumed on premises ..... | 0.00          |
| Retail Liquor- 61 .....                                        | 0.00          |
| Retail Wine .....                                              | 100.00        |
| Wine by the Drink .....                                        | 100.00        |
| Special Wine (Sunday) .....                                    | 0.00          |
| <b>TOTAL FEE:</b>                                              | <b>300.00</b> |

[Signature]  
 Signature of Licensee or Officer of Corporation

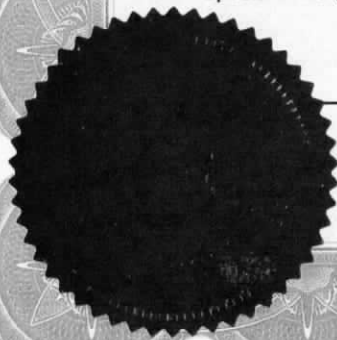
This license is TRANSFERABLE. VALID as of 08/01/2023  
 and EXPIRES 07/31/2024.  
 Witness my hand and seal this 6th day of July, 2023.

[Signature]  
 Chairman

[Signature]  
 Commissioner

[Signature]  
 Commissioner

[Signature]  
 Clerk of the Board of County Commissioners







City of Ketchum

**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com) For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                            |                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| Applicant Name:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Leadville Grill, LLC                                       | Doing Business As: The Kneadery                                                              |
| Physical Address where license will be displayed:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | 260 N. Leadville Avenue, Ketchum, ID                       |                                                                                              |
| Mailing Address:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | P.O. Box 3043, Ketchum, ID 83340                           |                                                                                              |
| Recorded Owner of Property:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Freshly Baked, LLC                                         |                                                                                              |
| Applicant Phone Number:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 208-726-9462                                               | Applicant Email: kneadery@yahoo.com                                                          |
| STATE LICENSE NO:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | (copy required)                                            | COUNTY LICENSE NO: (copy required)                                                           |
| Corporation: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Other: limited liability company                           | List names and addresses of corporation officers and/or partners:<br>_____<br>_____<br>_____ |
| Partnership: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                            |                                                                                              |
| Individual: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                            |                                                                                              |
| If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                            |                                                                                              |
| Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                            |                                                                                              |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                            |                                                                                              |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Draft or Bottled or Canned Beer to be consumed on premises | \$200.00                                                                                     |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Bottled or Canned Beer NOT to be consumed on premises      | \$ 50.00                                                                                     |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                            |                                                                                              |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Wine, to be consumed on premises                           | \$200.00                                                                                     |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Wine, NOT to be consumed on premises                       | \$200.00                                                                                     |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                            |                                                                                              |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Liquor by the Drink (Note: Liquor fee includes wine)       | \$560.00                                                                                     |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                            | \$ 400.00                                                                                    |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                            |                                                                                              |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                            |                                                                                              |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                            |                                                                                              |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

[Signature] \_\_\_\_\_ owner  
Applicant Signature Relation to Business

5-18-23  
Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                          |                                   |                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-------------------------|
| Date Received: <u>7/18/23</u>                                                                                                                                                                                                                                                                                              | License Fee Paid: <u>\$400.00</u> | License No: <u>126A</u> |
| To the City Council, Ketchum, Idaho; <u>7 LLC</u><br>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of September 1, <u>2023</u> - August 31, <u>2024</u> |                                   |                         |
| Approved by City of Ketchum Idaho by:<br><br>_____<br>Mayor                                                                                                                                                                                                                                                                |                                   |                         |

# Idaho State Police

Cycle Tracking Number: 143616

Premises Number: 5B-73

**Retail Alcohol Beverage License**

License Year: 2024

License Number: 2985

*This is to certify, that* **Leadville Grill LLC**

*doing business as:* **The Kneadery**

*is licensed to sell alcoholic beverages as stated below at:*

**260 Leadville Ave, Ketchum, Blaine County**

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*

*County and city licenses are also required in order to operate.*

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00



Director of Idaho State Police

  
Signature of Licensee, Corporate Officer, LLC Member or Partner

|                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>LEADVILLE GRILL LLC</b><br/> <b>THE KNEADERY</b><br/> <b>PO BOX 3043</b></p> <p><b>KETCHUM, ID 83340</b><br/> <i>Mailing Address</i></p> |
|------------------------------------------------------------------------------------------------------------------------------------------------|

License Valid: 08/01/2023 - 07/31/2024

**Expires: 07/31/2024**



2024

BLAINE COUNTY  
STATE OF IDAHO

No. 37

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT LEADVILLE GRILL LLC

doing business as THE KNEADERY

at 260 LEADVILLE AVE, KETCHUM, ID 83340

a(n) \_\_\_\_\_ LLC, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of

Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

*Stacy Johnson*  
Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE, VALID as of 08/01/2023 and EXPIRES 07/31/2024

Witness my hand and seal this 6th day of July, 2023.

Chairman \_\_\_\_\_

Commissioner \_\_\_\_\_

Commissioner \_\_\_\_\_

|            |                                                       |
|------------|-------------------------------------------------------|
| 0.00       | Draft and Bottled or Canned Beer                      |
| 0.00       | Bottled or Canned Beer to be consumed on premises     |
| 75.00      | Bottled or Canned Beer not to be consumed on premises |
| 0.00       | Retail Liquor- 37                                     |
| 100.00     | Retail Wine                                           |
| 100.00     | Wine by the Drink                                     |
| 0.00       | Special Wine (Sunday)                                 |
| TOTAL FEE: | 275.00                                                |

Clerk of the Board of County Commissioners

*Michael...*





City of Ketchum

**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| Applicant Name: <u>Mark Nieves</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Doing Business As: <u>Independent Goods LLC</u>                                                                                           |
| Physical Address where license will be displayed: <u>330 Walnut Ave Ketchum ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                           |
| Mailing Address: <u>PO Box 4510 Ketchum ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                           |
| Recorded Owner of Property: <u>The Colonnade LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                           |
| Applicant Phone Number: <u>209.720.9004</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Applicant Email: <u>mark@independentgoods.com</u>                                                                                         |
| STATE LICENSE NO: <u>31743</u> (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | COUNTY LICENSE NO: <u>29</u> (copy required)                                                                                              |
| Corporation: <input checked="" type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                     | List names and addresses of corporation officers and/or partners:<br><u>Mark Nieves</u><br><u>Susan Nieves</u><br>_____<br>_____<br>_____ |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                           |
| Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$200.00                                                                                                                                  |
| Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$ 50.00                                                                                                                                  |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                           |
| Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$200.00                                                                                                                                  |
| Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200.00                                                                                                                                  |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                           |
| Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$560.00                                                                                                                                  |
| Total Fees Due <u>\$ 250.00</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                           |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                           |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                                           |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                           |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

Mark King Member/owner  
Applicant Signature Relation to Business

7/10/23  
Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                   |                                  |                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------------|
| Date Received: <u>7/19/23</u>                                                                                                                                                                                                                                                                       | License Fee Paid <u>\$250.00</u> | License No: <u>2112A</u> |
| <i>To the City Council, Ketchum, Idaho;</i><br><i>The undersigned, a Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, _____ - August 31, _____</i> |                                  |                          |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                               |                                  |                          |
| _____<br>Mayor                                                                                                                                                                                                                                                                                      |                                  |                          |

# Idaho State Police

Premises Number: 5B-31743 **Retail Alcohol Beverage License**

License Year: 2024  
License Number: 31743

*This is to certify, that* Independent Goods LLC  
*doing business as:* Independent Goods

*is licensed to sell alcoholic beverages as stated below at:*  
330 Walnut Ave, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*

*County and city licenses are also required in order to operate.*

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | No                  |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | No                  |
| On-premises consumption | No                  |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$150.00

\_\_\_\_\_  
*Signature of Licensee, Corporate Officer, LLC Member or Partner*

INDEPENDENT GOODS LLC  
INDEPENDENT GOODS  
PO BOX 4510

KETCHUM, ID 83340  
*Mailing Address*

*License Valid:* 08/01/2023 - 07/31/2024

***Expires:* 07/31/2024**

  
*Director of Idaho State Police*



2024

BLAINE COUNTY  
STATE OF IDAHO

No. 29

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT INDEPENDENT GOODS LLC  
 doing business as INDEPENDENT GOODS  
 at 330 WALNUT AVE. KETCHUM, ID 3340  
 a(n) LLC, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946    Retail Liquor: 06/27/1947    Retail Wine: 04/12/1947    Wine By Drink: 06/11/1973.

|                                                                |        |
|----------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                         | 0.00   |
| Bottled or Canned Beer to be<br>consumed on premises .....     | 0.00   |
| Bottled or Canned Beer not to<br>be consumed on premises ..... | 25.00  |
| Retail Liquor- 29 .....                                        | 0.00   |
| Retail Wine .....                                              | 100.00 |
| Wine by the Drink .....                                        | 0.00   |
| Special Wine (Sunday) .....                                    | 0.00   |

TOTAL FEE: 125.00

*[Signature]*  
 Clerk of the Board of County Commissioners

\_\_\_\_\_  
 Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023  
 and EXPIRES 07/31/2024.

Witness my hand and seal this 6th day of July, 2023.

*[Signature]*  
 \_\_\_\_\_  
 Chairman

*[Signature]*  
 \_\_\_\_\_  
 Commissioner

*[Signature]*  
 \_\_\_\_\_  
 Commissioner





City of Ketchum

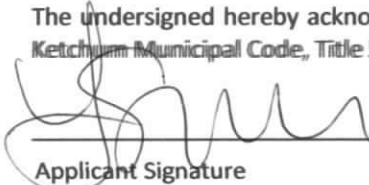
**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, P.O. Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                  |                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|-----------------|
| Applicant Name: <u>The Gardens LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Doing Business As: <u>Taylor's Events</u>                                                                        |                 |
| Physical Address where license will be displayed: <u>471 Leadville Ave North Ketchum 1283240</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                  |                 |
| Mailing Address: <u>P.O. Box 3854 Ketchum Id 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                  |                 |
| Recorded Owner of Property: <u>Sunny Ketchum LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                  |                 |
| Applicant Phone Number: <u>208-726-0115</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Applicant Email: <u>taylor@taylorsventssv.com</u>                                                                |                 |
| STATE LICENSE NO: <u>7099</u> (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | COUNTY LICENSE NO: <u>18</u> (copy required)                                                                     |                 |
| Corporation: <input checked="" type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                | List names and addresses of corporation officers and/or partners:<br><u>Sarah Lipton - P.O. Box 3854 Ketchum</u> |                 |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                  |                 |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Draft or Bottled or Canned Beer to be consumed on premises                                                       | \$200.00        |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Bottled or Canned Beer NOT to be consumed on premises                                                            | \$ 50.00        |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                  |                 |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Wine, to be consumed on premises                                                                                 | \$200.00        |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Wine, NOT to be consumed on premises                                                                             | \$200.00        |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                  |                 |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Liquor by the Drink (Note: Liquor fee includes wine)                                                             | \$560.00        |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                  | <u>\$ 250 -</u> |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                  |                 |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                  |                 |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                  |                 |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.



member

Applicant Signature

Relation to Business

7/17/23

Date

City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                               |                          |                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------|
| Date Received: 7/20/23                                                                                                                                                                                                                                                                          | License Fee Paid: \$ 250 | License No: 1738A |
| To the City Council, Ketchum, Idaho:<br>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of September 1, 2023 - August 31, 2024 |                          |                   |
| Approved by City of Ketchum Idaho by:                                                                                                                                                                                                                                                           |                          |                   |
| <hr/>                                                                                                                                                                                                                                                                                           |                          |                   |
| Mayor                                                                                                                                                                                                                                                                                           |                          |                   |

# Idaho State Police

Premises No.: 5B-7099

## Retail Alcohol Beverage License

License Year: 2024  
License Number: 7099

*This is to certify, that* The Gardens LLC  
*doing business as:* Taylor'd Events

*is licensed to sell alcoholic beverages as stated below at:*  
471 Leadville Ave North, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*

*County and city licenses are also required in order to operate.*

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | No                  |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | No                  |
| On-premises consumption | No                  |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$150.00

|                                                                                                      |
|------------------------------------------------------------------------------------------------------|
| THE GARDENS LLC<br>TAYLOR'D EVENTS<br>PO BOX 3854<br><br>KETCHUM, ID 83340<br><i>Mailing Address</i> |
|------------------------------------------------------------------------------------------------------|

*Valid*  
08/01/2023 - 07/31/2024

***Expires***  
**07/31/2024**

2024

BLAINE COUNTY  
STATE OF IDAHO

No. 18

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT THE GARDENS LLC  
 doing business as TAYLOR'D EVENTS  
 at 471 LEADVILLE AVE NORTH, KETCHUM, ID 83340  
 a(n) LLC, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

|                                                             |        |
|-------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                      | 0.00   |
| Bottled or Canned Beer to be consumed on premises .....     | 0.00   |
| Bottled or Canned Beer not to be consumed on premises ..... | 25.00  |
| Retail Liquor- 18 .....                                     | 0.00   |
| Retail Wine .....                                           | 100.00 |
| Wine by the Drink .....                                     | 0.00   |
| Special Wine (Sunday) .....                                 | 0.00   |

TOTAL FEE: 125.00

S. McDougall  
Clerk of the Board of County Commissioners

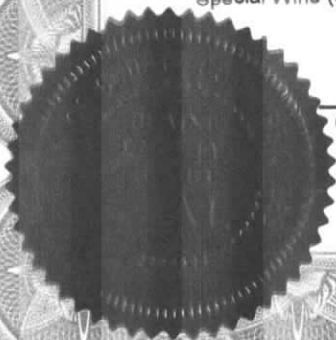
[Signature]  
Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.  
 Witness my hand and seal this 27th day of June, 2023.

[Signature]  
Chairman

[Signature]  
Commissioner

[Signature]  
Commissioner





City of Ketchum

**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                |                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Applicant Name: <u>LUNA L.L.C.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Doing Business As: <u>ENOTECA</u>                                                                                                                                                                              |                  |
| Physical Address where license will be displayed: <u>300 N. Main Unit 101</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                |                  |
| Mailing Address: <u>P.O. Box 3515 Ketchum ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                |                  |
| Recorded Owner of Property: <u>JACK LANE</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                |                  |
| Applicant Phone Number: <u>208-9286280</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Applicant Email:                                                                                                                                                                                               |                  |
| STATE LICENSE NO: (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | COUNTY LICENSE NO: (copy required)                                                                                                                                                                             |                  |
| Corporation: <input checked="" type="checkbox"/> <u>LLC.</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | List names and addresses of corporation officers and/or partners:<br><u>Scott + Anne MASON</u><br><u>P.O. Box 3515 Ketchum ID 83340</u><br><u>Adelaide Smithmason</u><br><u>P.O. Box 4327 Ketchum ID 83340</u> |                  |
| Partnership: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                |                  |
| Individual: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                |                  |
| If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                |                  |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                |                  |
| <input checked="" type="checkbox"/> Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                | \$200.00         |
| <input checked="" type="checkbox"/> Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                | \$ 50.00         |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                |                  |
| <input checked="" type="checkbox"/> Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                | \$200.00         |
| <input checked="" type="checkbox"/> Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                | \$200.00         |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                |                  |
| Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                | \$560.00         |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                | \$ <u>650.00</u> |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                |                  |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                                                                                                                |                  |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                |                  |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

Scott Mays member

Applicant Signature Relation to Business

7/10/2023

Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                                                                                                            |                                   |                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|--------------------------|
| Date Received: <u>7/20/23</u>                                                                                                                                                                                                                                                                                                                                                                                | License Fee Paid: <u>\$050.00</u> | License No: <u>1550A</u> |
| <p><i>To the City Council, Ketchum, Idaho;</i></p> <p>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, <u>2023</u> - August 31, <u>2024</u></p> <p>Approved by City of Ketchum Idaho by;</p><br><br><p>_____</p> <p>Mayor</p> |                                   |                          |

# Idaho State Police

Cycle Tracking Number: 143776

Premises Number: 5B-13806 **Retail Alcohol Beverage License**

License Year: 2024

License Number: 13806

*This is to certify, that* Luna LLC  
*doing business as:* Enoteca

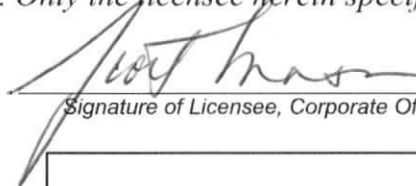
*is licensed to sell alcoholic beverages as stated below at:*  
300 N Main Unit 101, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*

County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00

 *Members*  
Signature of Licensee, Corporate Officer, LLC Member or Partner

LUNA LLC  
ENOTECA  
PO BOX 3515

KETCHUM, ID 83340  
*Mailing Address*

License Valid: 08/01/2023 - 07/31/2024

**Expires: 07/31/2024**



  
Director of Idaho State Police

2024

BLAINE COUNTY  
STATE OF IDAHO

No. 72

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT LUNA LLC  
 doing business as ENOTECA  
 at 300 N MAIN UNIT 101, KETCHUM, ID 83340  
 a(n) LLC, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

|                                                             |        |
|-------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                      | 100.00 |
| Bottled or Canned Beer to be consumed on premises .....     | 0.00   |
| Bottled or Canned Beer not to be consumed on premises ..... | 0.00   |
| Retail Liquor- 72 .....                                     | 0.00   |
| Retail Wine .....                                           | 100.00 |
| Wine by the Drink .....                                     | 100.00 |
| Special Wine (Sunday) .....                                 | 0.00   |

TOTAL FEE: **300.00**

[Signature]  
 Clerk of the Board of County Commissioners

[Signature]  
 Signature of Licensee or Officer of Corporation

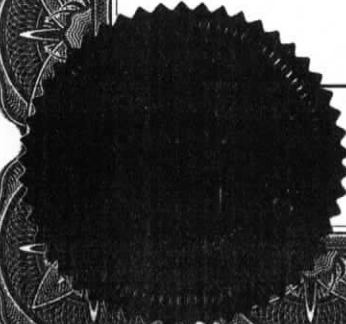
This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

Witness my hand and seal this 11th day of July, 2023.

[Signature]  
 Chairman

[Signature]  
 Commissioner

[Signature]  
 Commissioner







City of Ketchum

**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| Applicant Name: <u>Pioneer Saloon Inc</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Doing Business As: <u>Pioneer Saloon</u>                                                              |
| Physical Address where license will be displayed: <u>320 N Main St. Ketchum, ID</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                       |
| Mailing Address: <u>PO Box 986 Ketchum, ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                       |
| Recorded Owner of Property: <u>Duffy Witmer</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                       |
| Applicant Phone Number: <u>208-720-7662</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Applicant Email: <u>pioneerketchum@gmail.com</u>                                                      |
| STATE LICENSE NO: _____ (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | COUNTY LICENSE NO: <u>73</u> (copy required)                                                          |
| Corporation: <input checked="" type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                     | List names and addresses of corporation officers and/or partners:<br>_____<br>_____<br>_____<br>_____ |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                       |
| Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$200.00                                                                                              |
| Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$ 50.00                                                                                              |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                       |
| Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$200.00                                                                                              |
| Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200.00                                                                                              |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                       |
| Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$560.00                                                                                              |
| Total Fees Due <u>\$ 760.00</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                       |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                       |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                       |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                       |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

Duffy Witmer Owner  
Applicant Signature Relation to Business  
7/20/2023  
Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                   |                   |             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------|
| Date Received:                                                                                                                                                                                                                                                                                      | License Fee Paid: | License No: |
| <i>To the City Council, Ketchum, Idaho;</i><br><i>The undersigned, a Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, _____ - August 31, _____</i> |                   |             |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                               |                   |             |
| _____<br>Mayor                                                                                                                                                                                                                                                                                      |                   |             |

# Idaho State Police

Cycle Tracking Number: 143571  
ISLD ID: 719

Premises Number: 5B-26  
Incorporated City

## Retail Alcohol Beverage License

License Year: 2024  
License Number: 1365

*This is to certify, that* Pioneer Saloon Inc.

*doing business as:* Pioneer Saloon

*is licensed to sell alcoholic beverages as stated below at:*

320 N Main St, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*

*County and city licenses are also required in order to operate.*

|                         |     |                 |
|-------------------------|-----|-----------------|
| Liquor                  | Yes | <u>\$750.00</u> |
| Beer                    | Yes | <u>\$50.00</u>  |
| Wine by the bottle      | Yes | <u>\$0.00</u>   |
| Wine by the glass       | Yes | <u>\$0.00</u>   |
| Kegs to go              | Yes | <u>\$20.00</u>  |
| Growlers                | No  |                 |
| Restaurant              | Yes | <u>\$0.00</u>   |
| On-premises consumption | Yes | <u>\$0.00</u>   |
| Multipurpose arena      | No  |                 |
| Plaza                   | No  |                 |

TOTAL FEE: \$820.00

*Signature of Licensee, Corporate Officer, LLC Member or Partner*

PIONEER SALOON INC.  
PIONEER SALOON  
PO BOX 986

KETCHUM, ID 83340

*Mailing Address*

*License Valid:* 08/01/2023 - 07/31/2024

**Expires: 07/31/2024**

Director of Idaho State Police



2024

BLAINE COUNTY  
STATE OF IDAHO

No. 94

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT PIONEER SALOON INC  
 doing business as PIONEER SALOON  
 at 320 N MAIN ST. KETCHUM, ID 83340  
 a(n) CORPORATION, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946    Retail Liquor: 06/27/1947    Retail Wine: 04/12/1947    Wine By Drink: 06/11/1973.

|                                                             |        |
|-------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                      | 100.00 |
| Bottled or Canned Beer to be consumed on premises .....     | 0.00   |
| Bottled or Canned Beer not to be consumed on premises ..... | 0.00   |
| Retail Liquor- 94 .....                                     | 187.50 |
| Retail Wine .....                                           | 0.00   |
| Wine by the Drink .....                                     | 0.00   |
| Special Wine (Sunday) .....                                 | 0.00   |

TOTAL FEE: 287.50

*S. Medford*  
 Clerk of the Board of County Commissioners

\_\_\_\_\_  
 Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

Witness my hand and seal this 6th day of July, 2023.

*Misty Davis*  
 \_\_\_\_\_  
 Chairman

*Angus McConry*  
 \_\_\_\_\_  
 Commissioner

*Lindsay Molleneaux*  
 \_\_\_\_\_  
 Commissioner



**City of Ketchum**

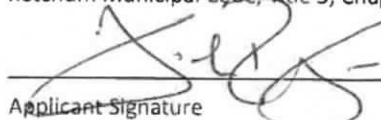
**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                     |                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| Applicant Name: Smoky Mountain Pizza & Pasta Ketchum LLC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                     | Doing Business As: Smoky Mountain Pizzeria Grill                        |
| Physical Address where license will be displayed: 200 Sun Valley Rd., Ketchum, ID 83340                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                     |                                                                         |
| Mailing Address: 408 E 41st Street, Boise, ID 83714                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                     |                                                                         |
| Recorded Owner of Property: Gumbo, LTD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                     |                                                                         |
| Applicant Phone Number: 208-622-5625                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                     | Applicant Email: <a href="mailto:admin@smkymt.com">admin@smkymt.com</a> |
| STATE LICENSE NO: _____ (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | COUNTY LICENSE NO: _____ (copy required)                                                                                                            |                                                                         |
| Corporation: <input type="checkbox"/><br>Partnership: <input checked="" type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                        | List names and addresses of corporation officers and/or partners:<br>Triple T Enterprises, Inc, its only member<br>_____<br>_____<br>_____<br>_____ |                                                                         |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                     |                                                                         |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Draft or Bottled or Canned Beer to be consumed on premises                                                                                          | \$200.00                                                                |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Bottled or Canned Beer NOT to be consumed on premises                                                                                               | \$ 50.00                                                                |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                     |                                                                         |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Wine, to be consumed on premises                                                                                                                    | \$200.00                                                                |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Wine, NOT to be consumed on premises                                                                                                                | \$200.00                                                                |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                     |                                                                         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                | \$560.00                                                                |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                     | \$ <u>650</u>                                                           |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                     |                                                                         |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                                                     |                                                                         |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                     |                                                                         |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

  
Applicant Signature  
06-27-2023  
Date

Chief OPERATING OFFICER  
Relation to Business

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                    |                                  |                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------|
| Date Received: <u>7/24/23</u>                                                                                                                                                                                                                                                                                        | License Fee Paid <u>\$700.00</u> | License No: <u>364A</u> |
| <i>To the City Council, Ketchum, Idaho;</i><br>The undersigned, a Corporation <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of September 1, <u>2023</u> - August 31, <u>2024</u> |                                  |                         |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                                                |                                  |                         |
| _____<br>Mayor                                                                                                                                                                                                                                                                                                       |                                  |                         |

# Idaho State Police

Premises Number: 5B-195

## Retail Alcohol Beverage License

License Year: 2024

License Number: 3359

*This is to certify, that* Smoky Mountain Pizza & Pasta Ketchum LLC  
*doing business as:* Smoky Mountain Pizzeria Grill

*is licensed to sell alcoholic beverages as stated below at:*  
200 Sun Valley Rd, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*  
County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | Yes <u>\$0.00</u>   |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00

  
Signature of Licensee, Corporate Officer, LLC Member or Partner

SMOKY MOUNTAIN PIZZA & PASTA  
SMOKY MOUNTAIN PIZZERIA GRILL  
408 E 41ST ST

GARDEN CITY, ID 83714  
*Mailing Address*

License Valid: 08/01/2023 - 07/31/2024

**Expires: 07/31/2024**

  
Director of Idaho State Police



2024

BLAINE COUNTY  
STATE OF IDAHO

No. 71

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT SMOKY MOUNTAIN PIZZA & PASTA KETCHUM LLC  
 doing business as SMOKY MOUNTAIN PIZZERIA GRILL  
 at 200 SUN VALLEY RD. KETCHUM. ID 83340  
 a(n) LLC, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of  
 Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the  
 regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of  
 said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946    Retail Liquor: 06/27/1947    Retail Wine: 04/12/1947    Wine By Drink: 06/11/1973.

|                                                                |               |
|----------------------------------------------------------------|---------------|
| Draft and Bottled or Canned Beer .....                         | 100.00        |
| Bottled or Canned Beer to be<br>consumed on premises .....     | 0.00          |
| Bottled or Canned Beer not to<br>be consumed on premises ..... | 0.00          |
| Retail Liquor- 71 .....                                        | 0.00          |
| Retail Wine .....                                              | 100.00        |
| Wine by the Drink .....                                        | 100.00        |
| Special Wine (Sunday) .....                                    | 0.00          |
| <b>TOTAL FEE</b> .....                                         | <b>300.00</b> |

[Signature]  
Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023  
and EXPIRES 07/31/2024.

Witness my hand and seal this 11th day of July, 2023.

[Signature] Chairman

[Signature] Commissioner

[Signature] Commissioner

[Signature]  
Clerk of the Board of County Commissioners







City of Ketchum

**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                     |                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| Applicant Name: <u>Desperado's Inc</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Doing Business As: <u>Desperado's Mexican Rest</u>                                                                                                  |                  |
| Physical Address where license will be displayed: <u>211 Fourth Street</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                     |                  |
| Mailing Address: <u>PO Box 1644 Ketchum ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                     |                  |
| Recorded Owner of Property: <u>Core Grand LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                     |                  |
| Applicant Phone Number: <u>208-726-13068</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Applicant Email: <u>ang@ahhassociates.com</u>                                                                                                       |                  |
| STATE LICENSE NO: <u>3982</u> (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | COUNTY LICENSE NO: <u>68</u> (copy required)                                                                                                        |                  |
| Corporation: <input checked="" type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                     | List names and addresses of corporation officers and/or partners:<br><u>Ang Morris PO Box 663 Ketchum</u><br><u>Traci Ingham PO Box 663 Ketchum</u> |                  |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                     |                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Draft or Bottled or Canned Beer to be consumed on premises                                                                                          | \$200.00         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Bottled or Canned Beer NOT to be consumed on premises                                                                                               | \$ 50.00         |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                     |                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Wine, to be consumed on premises                                                                                                                    | \$200.00         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Wine, NOT to be consumed on premises                                                                                                                | \$200.00         |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                     |                  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                | \$560.00         |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                     | \$ <u>400.00</u> |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                     |                  |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                                                     |                  |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                     |                  |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

[Signature] President  
Applicant Signature Relation to Business

5/12/23  
Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                   |                                   |                        |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|------------------------|
| Date Received: <u>7/24/23</u>                                                                                                                                                                                                                                                                       | License Fee Paid: <u>\$400.00</u> | License No: <u>39A</u> |
| <i>To the City Council, Ketchum, Idaho;</i><br><i>The undersigned, a Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, _____ - August 31, _____</i> |                                   |                        |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                               |                                   |                        |
| _____<br>Mayor                                                                                                                                                                                                                                                                                      |                                   |                        |

# Idaho State Police

Cycle Tracking Number: 143611

Premises Number: 5B-63

## Retail Alcohol Beverage License

License Year: 2024

License Number: 3892

*This is to certify, that* Desperados Inc.  
*doing business as:* Desperados Mexican Restaurant

*is licensed to sell alcoholic beverages as stated below at:*  
211 Fourth Street, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*  
County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | No                  |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$150.00

  
Signature of Licensee, Corporate Officer, LLC Member or Partner

DESPERADOS INC.  
DESPERADOS MEXICAN RESTAURANT  
PO BOX 1644

KETCHUM, ID 83340

*Mailing Address*

License Valid: 08/01/2023 - 07/31/2024

**Expires: 07/31/2024**



Director of Idaho State Police





City of Ketchum

Beer, Wine & Liquor-by-the Drink License Application

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at xpressbillpay.com. For questions, please e-mail finance@ketchumidaho.org or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Applicant Name: <i>Rasberrys Inc.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Doing Business As: <i>Rasberrys Food Revenue</i>                                                                                                                                                             |
| Physical Address where license will be displayed:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                              |
| Mailing Address: <i>PO Box 8920</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                              |
| Recorded Owner of Property: <i>Betty Swanson</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                              |
| Applicant Phone Number: <i>208 726 606</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Applicant Email:                                                                                                                                                                                             |
| STATE LICENSE NO: (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | COUNTY LICENSE NO: (copy required)                                                                                                                                                                           |
| Corporation: <input checked="" type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                     | List names and addresses of corporation officers and/or partners:<br><i>Callie Rasberry</i><br><i>2320 Winterhaven Dr, Harley ID 83333</i><br><i>Maime Rasberry</i><br><i>409 S 1st Ave, Harley ID 83333</i> |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                              |
| Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$200.00                                                                                                                                                                                                     |
| Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$ 50.00                                                                                                                                                                                                     |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                              |
| Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$200.00                                                                                                                                                                                                     |
| Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200.00                                                                                                                                                                                                     |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                              |
| Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$560.00                                                                                                                                                                                                     |
| Total Fees Due \$ <u>650.00</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                              |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                              |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                                                                                                              |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                              |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

[Handwritten Signature] owner  
Applicant Signature Relation to Business

7/25/23  
Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                          |                                   |                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-------------------------|
| Date Received: <u>7/28/23</u>                                                                                                                                                                                                                                                                                              | License Fee Paid: <u>\$650.00</u> | License No: <u>886A</u> |
| <i>To the City Council, Ketchum, Idaho;</i><br><i>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, <u>2023</u> - August 31, <u>2024</u></i> |                                   |                         |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                                                      |                                   |                         |
| _____<br>Mayor                                                                                                                                                                                                                                                                                                             |                                   |                         |

# Idaho State Police

Premises No.: 5B-5985

## Retail Alcohol Beverage License

License Year: 2024

License Number: 5985

*This is to certify, that*      Rasberry's Inc  
*doing business as:*         Rasberry's

*is licensed to sell alcoholic beverages as stated below at:*  
411 5th St E Lower Level, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*  
County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00

|                                                                                                             |
|-------------------------------------------------------------------------------------------------------------|
| <p>RASBERRY'S INC<br/>RASBERRY'S<br/>PO BOX 8920</p> <p>KETCHUM, ID 83340</p> <p><i>Mailing Address</i></p> |
|-------------------------------------------------------------------------------------------------------------|

*Valid*  
08/01/2023 - 07/31/2024

**Expires**  
**07/31/2024**

2024

BLAINE COUNTY  
STATE OF IDAHO

No. 102

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT RASBERRY'S INC  
 doing business as RASBERRY'S  
 at 411 5TH ST E LOWER LEVEL, KETCHUM, ID 83340  
 a(n) CORPORATION, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

|                                                             |        |
|-------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                      | 100.00 |
| Bottled or Canned Beer to be consumed on premises .....     | 0.00   |
| Bottled or Canned Beer not to be consumed on premises ..... | 0.00   |
| Retail Liquor- 102 .....                                    | 0.00   |
| Retail Wine .....                                           | 100.00 |
| Wine by the Drink .....                                     | 100.00 |
| Special Wine (Sunday) .....                                 | 0.00   |

TOTAL FEE: 300.00

*[Signature]*  
 Clerk of the Board of County Commissioners

\_\_\_\_\_  
 Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

Witness my hand and seal this 25th day of July, 2023.

*[Signature]*  
 \_\_\_\_\_  
 Chairman

*[Signature]*  
 \_\_\_\_\_  
 Commissioner

*[Signature]*  
 \_\_\_\_\_  
 Commissioner





City of Ketchum

100

Beer, Wine & Liquor-by-the Drink License Application

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at xpressbillpay.com. For questions, please e-mail finance@ketchumidaho.org or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                              |                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|-------------------|
| Applicant Name: <u>MAX LUMMAN</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Doing Business As: <u>TNT TAPROOM LLC</u>                                                    |                   |
| Physical Address where license will be displayed: <u>271 Sun Valley RD Ketchum ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                              |                   |
| Mailing Address: <u>PO BOX 3367 Ketchum ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                              |                   |
| Recorded Owner of Property: <u>TNT TAPROOM LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                              |                   |
| Applicant Phone Number: <u>208 295 6408</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Applicant Email: <u>ASHLEYTNTTAPS@gmail.com</u>                                              |                   |
| STATE LICENSE NO: <u>27189</u> (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | COUNTY LICENSE NO: <u>82</u> (copy required)                                                 |                   |
| Corporation: <input type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input checked="" type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                | List names and addresses of corporation officers and/or partners:<br>_____<br>_____<br>_____ |                   |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                              |                   |
| Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                              | \$200.00          |
| Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                              | \$ 50.00          |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                              |                   |
| Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                              | \$200.00          |
| Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                              | \$200.00          |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                              |                   |
| Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                              | \$560.00          |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                              | <u>\$ 1650.00</u> |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                              |                   |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                              |                   |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                              |                   |



Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

[Signature] owner  
Applicant Signature Relation to Business

7/25/23  
Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                             |                                   |                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|--------------------------|
| Date Received: <u>7/23/23</u>                                                                                                                                                                                                                                                                                 | License Fee Paid: <u>\$450.00</u> | License No: <u>2388A</u> |
| To the City Council, Ketchum, Idaho;<br>The undersigned, a Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input checked="" type="checkbox"/> , does hereby make application for a license to sell during the year of September 1, <u>2023</u> - August 31, <u>2024</u> |                                   |                          |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                                         |                                   |                          |
| _____<br>Mayor                                                                                                                                                                                                                                                                                                |                                   |                          |

# Idaho State Police

Premises Number: 5B-27189 **Retail Alcohol Beverage License**

License Year: 2023  
License Number: 27189


*This is to certify, that* TNT Taproom LLC  
*doing business as:* TNT Taproom

*is licensed to sell alcoholic beverages as stated below at:*  
271 E Sun Valley Rd, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*  
County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | Yes <u>\$0.00</u>   |
| Restaurant              | No                  |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00

  
Signature of Licensee, Corporate Officer, LLC Member or Partner

TNT TAPROOM LLC  
TNT TAPROOM  
PO BOX 3367

KETCHUM, ID 83340

*Mailing Address*

License Valid: 08/01/2022 - 07/31/2023

**Expires: 07/31/2023**

  
Director of Idaho State Police



2023

BLAINE COUNTY  
STATE OF IDAHO

No. 82

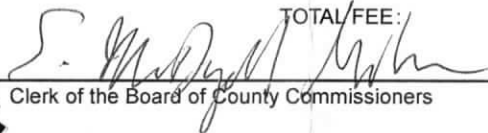
### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT TNT TAPROOM LLC  
 doing business as TNT TAPROOM  
 at 271 E SUN VALLEY RD. KETCHUM, ID 83340  
 a(n) LLC, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946    Retail Liquor: 06/27/1947    Retail Wine: 04/12/1947    Wine By Drink: 06/11/1973.

|                                                             |        |
|-------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                      | 100.00 |
| Bottled or Canned Beer to be consumed on premises .....     | 0.00   |
| Bottled or Canned Beer not to be consumed on premises ..... | 0.00   |
| Retail Liquor- 82 .....                                     | 0.00   |
| Retail Wine .....                                           | 100.00 |
| Wine by the Drink .....                                     | 100.00 |
| Special Wine (Sunday) .....                                 | 0.00   |

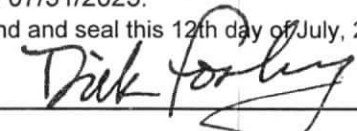
TOTAL FEE: 300.00

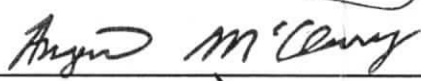
  
 Clerk of the Board of County Commissioners


Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2022 and EXPIRES 07/31/2023.

Witness my hand and seal this 12th day of July, 2022.

  
 Chairman

  
 Commissioner

  
 Commissioner



City of Ketchum

PD 2.3.22

Beer, Wine & Liquor-by-the Drink License Application

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at xpressbillpay.com. For questions, please e-mail finance@ketchumidaho.org or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| Applicant Name: Phoenix Restaurant                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Doing Business As: Vintage Restaurant                                                                                  |
| Physical Address where license will be displayed: 231 1/2 Leadville Ave Ketchum ID                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                        |
| Mailing Address: Po Box 3188, Hailey ID 83333                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                        |
| Recorded Owner of Property: Herrera LLC                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                        |
| Applicant Phone Number: 208.721.0425                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Applicant Email: vintage7269595@gmail.com                                                                              |
| STATE LICENSE NO: 4832 (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | COUNTY LICENSE NO: 68 (copy required)                                                                                  |
| Corporation: <input checked="" type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                     | List names and addresses of corporation officers and/or partners:<br>Rodrigo Herrera<br>Po Box 3188<br>Hailey ID 83333 |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                        |
| Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$200.00                                                                                                               |
| Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$ 50.00                                                                                                               |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                        |
| Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$200.00                                                                                                               |
| Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200.00                                                                                                               |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                        |
| Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$560.00                                                                                                               |
| Total Fees Due \$ 600.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                        |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                        |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                        |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                        |

Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

Kedra \_\_\_\_\_ owner  
Applicant Signature Relation to Business

7/25/23  
Date

7/25/23  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                                                                                      |                                   |                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-------------------------|
| Date Received: <u>7/31/23</u>                                                                                                                                                                                                                                                                                                                                                          | License Fee Paid: <u>\$100.00</u> | License No: <u>248A</u> |
| <p>To the City Council, Ketchum, Idaho;<br/>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, <u>2023</u> August 31, <u>2024</u></p> <p>Approved by City of Ketchum Idaho by;</p> <p>_____<br/>Mayor</p> |                                   |                         |

# Idaho State Police

Cycle Tracking Number: 143062

Premises Number: 5B-205

## Retail Alcohol Beverage License

License Year: 2024

License Number: 4832

*This is to certify, that* Phoenix Restaurant LLC  
*doing business as:* Vintage Restaurant

*is licensed to sell alcoholic beverages as stated below at:*  
231 1/2 Leadville Ave, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*  
County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00

Signature of Licensee, Corporate Officer, LLC Member or Partner

PHOENIX RESTAURANT LLC  
VINTAGE RESTAURANT  
PO BOX 3188

HAILEY, ID 83333

*Mailing Address*

License Valid: 08/01/2023 - 07/31/2024

**Expires: 07/31/2024**

Director of Idaho State Police



2024

BLAINE COUNTY  
STATE OF IDAHO

No. 68

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT PHOENIX RESTAURANT LLC  
 doing business as VINTAGE RESTAURANT  
 at 231 1/2 LEADVILLE AVE. KETCHUM. ID 83340  
 a(n) CORPORATION, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of  
 Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the  
 regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of  
 said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

|                                                                |        |
|----------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                         | 0.00   |
| Bottled or Canned Beer to be<br>consumed on premises .....     | 75.00  |
| Bottled or Canned Beer not to<br>be consumed on premises ..... | 0.00   |
| Retail Liquor- 68 .....                                        | 0.00   |
| Retail Wine .....                                              | 100.00 |
| Wine by the Drink .....                                        | 100.00 |
| Special Wine (Sunday) .....                                    | 0.00   |

TOTAL FEE **275.00**

S. M. Doyell  
 Clerk of the Board of County Commissioners

Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023  
 and EXPIRES 07/31/2024.

Witness my hand and seal this 11th day of July, 2023.

Molly Davis  
 Chairman

Angus McCreary  
 Commissioner

Lindsay Molleneaux  
 Commissioner





City of Ketchum

AD  
7/2/25

### Beer, Wine & Liquor-by-the Drink License Application

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| Applicant Name: <u>SUSHI ON SECOND INC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Doing Business As: <u>SUSHI ON SECOND</u>                                                                                                               |
| Physical Address where license will be displayed: <u>260 Second ST. KETCHUM ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                         |
| Mailing Address: <u>PO BOX 326 KETCHUM ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                         |
| Recorded Owner of Property: <u>ENGL &amp; ASSOCIATES / KETCHUM KORNER</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                         |
| Applicant Phone Number: <u>714-280-3997</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Applicant Email: <u>sushi on 2nd@gmail.com</u>                                                                                                          |
| STATE LICENSE NO: <u>2067</u> (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | COUNTY LICENSE NO: _____ (copy required)                                                                                                                |
| Corporation: <input checked="" type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                     | List names and addresses of corporation officers and/or partners:<br><u>MIRTHA ESTRADA - owner</u><br><u>JOSHUA MAZZOCCHI - owner</u><br>_____<br>_____ |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                         |
| Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | \$200.00                                                                                                                                                |
| Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$ 50.00                                                                                                                                                |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                         |
| Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | \$200.00                                                                                                                                                |
| Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200.00                                                                                                                                                |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                         |
| Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$560.00                                                                                                                                                |
| Total Fees Due <u>\$ 450.00</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                         |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                         |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                                                         |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                         |



Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

[Signature] owner  
Applicant Signature Relation to Business

7-31-23  
Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                    |                                   |                         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-------------------------|
| Date Received: <u>7/31/23</u>                                                                                                                                                                                                                                                                                        | License Fee Paid: <u>\$450.00</u> | License No: <u>571A</u> |
| <i>To the City Council, Ketchum, Idaho;</i><br>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of September 1, <u>2023</u> - August 31, <u>2024</u> |                                   |                         |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                                                |                                   |                         |
| _____<br>Mayor                                                                                                                                                                                                                                                                                                       |                                   |                         |

# Idaho State Police

Premises No.: 5B-122

## Retail Alcohol Beverage License

License Year: 2024

License Number: 2067

*This is to certify, that* Sushi On Second Inc

*doing business as:* Sushi On Second

*is licensed to sell alcoholic beverages as stated below at:*

260 Second St, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*

County and city licenses are also required in order to operate.

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00

SUSHI ON SECOND INC  
 SUSHI ON SECOND  
 PO BOX 326

KETCHUM, ID 83340  
*Mailing Address*

*Valid*

08/01/2023 - 07/31/2024

**Expires**

**07/31/2024**

2024

BLAINE COUNTY  
STATE OF IDAHO

No. 109

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT SUSHI ON SECOND INC  
 doing business as SUSHI ON SECOND  
 at 260 SECOND ST. KETCHUM, ID 83340  
 a(n) CORPORATION, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946    Retail Liquor: 06/27/1947    Retail Wine: 04/12/1947    Wine By Drink: 06/11/1973.

|                                                             |        |
|-------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                      | 0.00   |
| Bottled or Canned Beer to be consumed on premises .....     | 75.00  |
| Bottled or Canned Beer not to be consumed on premises ..... | 25.00  |
| Retail Liquor- 109 .....                                    | 0.00   |
| Retail Wine .....                                           | 100.00 |
| Wine by the Drink .....                                     | 100.00 |
| Special Wine (Sunday) .....                                 | 0.00   |

TOTAL FEE: 300.00

*[Signature]*  
 Clerk of the Board of County Commissioners

\_\_\_\_\_  
 Signature of Licensee or Officer of Corporation

This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

Witness my hand and seal this 25th day of July, 2023.

*[Signature]*  
 \_\_\_\_\_  
 Chairman

*[Signature]*  
 \_\_\_\_\_  
 Commissioner

*[Signature]*  
 \_\_\_\_\_  
 Commissioner





City of Ketchum

**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| Applicant Name: <u>Salted Sprig LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Doing Business As:                                                                                    |
| Physical Address where license will be displayed: <u>220 East Avenue Ketchum ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                       |
| Mailing Address: <u>PO Box 4887 Ketchum, ID 83340</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                       |
| Recorded Owner of Property: <u>Sun Valley Holdings LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                       |
| Applicant Phone Number: <u>503-754-4296</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Applicant Email: <u>crbarnard27@gmail.com</u>                                                         |
| STATE LICENSE NO: _____ (copy required)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | COUNTY LICENSE NO: _____ (copy required)                                                              |
| Corporation: <input type="checkbox"/><br>Partnership: <input type="checkbox"/><br>Individual: <input checked="" type="checkbox"/><br>If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                | List names and addresses of corporation officers and/or partners:<br>_____<br>_____<br>_____<br>_____ |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                       |
| <input checked="" type="checkbox"/> Draft or Bottled or Canned Beer to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | \$200.00                                                                                              |
| <input checked="" type="checkbox"/> Bottled or Canned Beer NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | \$ 50.00                                                                                              |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                       |
| <input checked="" type="checkbox"/> Wine, to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | \$200.00                                                                                              |
| <input checked="" type="checkbox"/> Wine, NOT to be consumed on premises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | \$200.00                                                                                              |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                       |
| <input type="checkbox"/> Liquor by the Drink (Note: Liquor fee includes wine)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | \$560.00                                                                                              |
| Total Fees Due \$ <u>650 -</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                       |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                       |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                       |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                       |



# Idaho State Police

Cycle Tracking Number: 144054

Premises Number: 5B-20701 **Retail Alcohol Beverage License**

License Year: 2024  
License Number: 20701

*This is to certify, that*     Salted Sprig LLC  
*doing business as:*         Salted Sprig

*is licensed to sell alcoholic beverages as stated below at:*  
220 E Avenue, Unit 1 & 2, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*

*County and city licenses are also required in order to operate.*

|                         |                     |
|-------------------------|---------------------|
| Liquor                  | No                  |
| Beer                    | Yes <u>\$50.00</u>  |
| Wine by the bottle      | Yes <u>\$100.00</u> |
| Wine by the glass       | Yes <u>\$100.00</u> |
| Kegs to go              | No                  |
| Growlers                | No                  |
| Restaurant              | Yes <u>\$0.00</u>   |
| On-premises consumption | Yes <u>\$0.00</u>   |
| Multipurpose arena      | No                  |
| Plaza                   | No                  |

TOTAL FEE: \$250.00

\_\_\_\_\_  
*Signature of Licensee, Corporate Officer, LLC Member or Partner*

SALTED SPRIG LLC  
SALTED SPRIG  
PO BOX 4887

KETCHUM, ID 83340

*Mailing Address*

*License Valid:*     08/01/2023 - 07/31/2024

***Expires:*     07/31/2024**



*Director of Idaho State Police*

2024

BLAINE COUNTY  
STATE OF IDAHO

No. 96

### RETAIL ALCOHOLIC BEVERAGE LICENSE

THIS IS TO CERTIFY THAT SALTED SPRIG LLC  
 doing business as SALTED SPRIG  
 at 220 E AVENUE, UNIT 1 & 2, KETCHUM, ID 83340  
 a(n) LLC, is licensed to sell Alcoholic Beverages as stated below, subject to the provisions of Chapters 23-903 and 23-916 Idaho Code Annotated, and the laws of the State of Idaho, Municipal Ordinances, and the regulations of the Commissioner in regard to sale of Alcoholic Beverages and the resolution passed by the Commissioners of said County, on file in the office of the Clerk of the Board at the Blaine County Courthouse, Hailey, Idaho.

dated: Beer: 12/16/1946 Retail Liquor: 06/27/1947 Retail Wine: 04/12/1947 Wine By Drink: 06/11/1973.

|                                                             |        |
|-------------------------------------------------------------|--------|
| Draft and Bottled or Canned Beer .....                      | 100.00 |
| Bottled or Canned Beer to be consumed on premises .....     | 0.00   |
| Bottled or Canned Beer not to be consumed on premises ..... | 0.00   |
| Retail Liquor- 96 .....                                     | 0.00   |
| Retail Wine .....                                           | 100.00 |
| Wine by the Drink .....                                     | 100.00 |
| Special Wine (Sunday) .....                                 | 0.00   |

TOTAL FEE: 300.00

S. McDugal  
 Clerk of the Board of County Commissioners

Signature of Licensee or Officer of Corporation

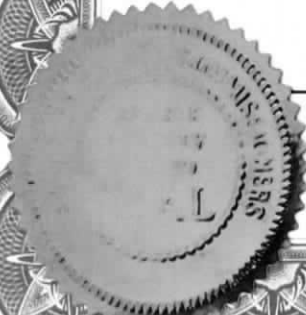
This license is TRANSFERABLE. VALID as of 08/01/2023 and EXPIRES 07/31/2024.

Witness my hand and seal this 25th day of July, 2023.

Marty Davis  
 Chairman

Angus McCreary  
 Commissioner

Lindsay Mollineaux  
 Commissioner





City of Ketchum

**Beer, Wine & Liquor-by-the Drink License Application**

Submit completed application by e-mail and fees by check or cash to the City Clerk Office, PO Box 2315, 191 W. 5th St, Ketchum, ID 83340. If renewing, you may pay online at [xpressbillpay.com](http://xpressbillpay.com). For questions, please e-mail [finance@ketchumidaho.org](mailto:finance@ketchumidaho.org) or call (208) 726-3841.

| APPLICANT INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                 |                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| Applicant Name:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | WHISKEY'S & MUSIC LLC                                                                                                           | Doing Business As: WHISKEY'S       |
| Physical Address where license will be displayed:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 251 N. MAIN ST. KETCHUM IDAHO 83340                                                                                             |                                    |
| Mailing Address:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 11980 NE 24 <sup>th</sup> ST. BELLEVUE, WA. 98005                                                                               |                                    |
| Recorded Owner of Property:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | SUN VALLEY HOLDINGS LLC                                                                                                         |                                    |
| Applicant Phone Number:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 206-369-6869                                                                                                                    | Applicant Email: STEVE @           |
| STATE LICENSE NO:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 3437 (copy required)                                                                                                            | COUNTY LICENSE NO: (copy required) |
| Corporation: <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | List names and addresses of corporation officers and/or partners:<br><br>BRANDON KUVARA<br>STEVE BURNSFIELD<br>DONNA BURNSFIELD |                                    |
| Partnership: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                 |                                    |
| Individual: <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                 |                                    |
| If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                 |                                    |
| BEER LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                 |                                    |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Draft or Bottled or Canned Beer to be consumed on premises                                                                      | \$200.00                           |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Bottled or Canned Beer NOT to be consumed on premises                                                                           | \$ 50.00                           |
| WINE LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                 |                                    |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Wine, to be consumed on premises                                                                                                | \$200.00                           |
| <input type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Wine, NOT to be consumed on premises                                                                                            | \$200.00                           |
| LIQUOR LICENSE FEES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                 |                                    |
| <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Liquor by the Drink (Note: Liquor fee includes wine)                                                                            | \$560.00                           |
| Total Fees Due                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                 | \$ 760                             |
| ADDITIONAL INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                 |                                    |
| Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> |                                                                                                                                 |                                    |
| Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years?    Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                 |                                    |



Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

The undersigned hereby acknowledges and consents that the License(s) requested are subject to the provisions of the Ketchum Municipal Code, Title 5, Chapter 5.04 (amended by Ordinance 882), City of Ketchum, Idaho, Blaine County.

[Signature] MANAGING PARTNER  
Applicant Signature Relation to Business

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk or Deputy Signature

| OFFICIAL USE ONLY                                                                                                                                                                                                                                                                                                          |                                  |                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------------|
| Date Received: <u>8/1/23</u>                                                                                                                                                                                                                                                                                               | License Fee Paid: <u>\$ 760.</u> | License No: <u>2526A</u> |
| <i>To the City Council, Ketchum, Idaho;</i><br><i>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of September 1, <u>2023</u> - August 31, <u>2024</u></i> |                                  |                          |
| Approved by City of Ketchum Idaho by;                                                                                                                                                                                                                                                                                      |                                  |                          |
| _____<br>Mayor                                                                                                                                                                                                                                                                                                             |                                  |                          |

# Idaho State Police

Cycle Tracking Number: 144034  
ISLD ID: 9314

Premises No.: 5B-71  
Incorporated City

## Retail Alcohol Beverage License

License Year: 2024  
License Number: 3437

*This is to certify, that* Whiskey's and Music LLC/Whiskey's LLC  
*doing business as:* Whiskey's

*is licensed to sell alcoholic beverages as stated below at:*  
251 N Main St, Ketchum, Blaine County

*Acceptance of a license by a retailer shall constitute knowledge of and agreement to operate by and in accordance to the Alcohol Beverage Code, Title 23. Only the licensee herein specified shall use this license.*

County and city licenses are also required in order to operate.

|                         |     |                 |
|-------------------------|-----|-----------------|
| Liquor                  | Yes | <u>\$750.00</u> |
| Beer                    | Yes | <u>\$50.00</u>  |
| Wine by the bottle      | Yes | <u>\$0.00</u>   |
| Wine by the glass       | Yes | <u>\$0.00</u>   |
| Kegs to go              | No  |                 |
| Growlers                | No  |                 |
| Restaurant              | Yes | <u>\$0.00</u>   |
| On-premises consumption | Yes | <u>\$0.00</u>   |
| Multipurpose arena      | No  |                 |
| Plaza                   | No  |                 |

TOTAL FEE: \$800.00

|                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------|
| WHISKEY'S AND MUSIC LLC/WHISKEY'S<br>WHISKEY'S<br>11980 NE 24TH ST<br><br>BELLEVUE, WA 98005<br><i>Mailing Address</i> |
|------------------------------------------------------------------------------------------------------------------------|

*Valid*  
08/01/2023 - 07/31/2024

***Expires***  
**07/31/2024**



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: August 7, 2023 Staff Member/Dept: Robyn Mattison/Public Works

Agenda Item: Recommendation to Approve Right-of-Way Encroachment Agreement 22871 for the placement of a paver driveway and maintenance of existing trees in the public right-of-way on 960 Rocking Horse Road.

Recommended Motion:

I move to authorize the Mayor to sign Right-of-Way Encroachment Agreement 22871 between the City and Krista Simor.

Reasons for Recommendation:

- The improvements will not impact the use or operation of the public street.
The improvements will not impact drainage or snow removal within the public right-of-way.
The project complies with all standards for Right-of-Way Encroachment Permit issuance specified in Ketchum Municipal Code §12.12.060.

Policy Analysis and Background (non-consent items only):

The agreement covers owner maintenance of the paver driveway and existing landscaping, including trees and natural grass, in the public right of way adjacent to 960 Rocking Horse Road.

Pursuant to Ketchum Municipal Code §12.12.040.C, a Right-of-Way Encroachment Permit is required for any permanent encroachment of the public right-of-way where a permanent fixture to the ground or a building will occur. The associated Right-of-Way Encroachment Agreement is intended to help protect the City in the event the proposed encroachments were to ever pose an issue requiring repair, relocation, or removal of the encroachment. The standards for issuance of a Right-of-Way Encroachment Permit are specified in Ketchum Municipal Code §12.12.060. The encroachments proposed for 960 Rocking Horse Road complies with all standards.

Sustainability Impact:

None OR state impact here: None

Financial Impact:

None OR Adequate funds exist in account: None

Attachments:

- 1. Right-of-Way Encroachment Agreement 22871
2. Exhibit "A"
3. Exhibit "B"

**WHEN RECORDED, PLEASE RETURN TO:**

**OFFICE OF THE CITY CLERK  
CITY OF KETCHUM  
POST OFFICE BOX 2315  
KETCHUM, IDAHO 83340**

---

**RIGHT-OF-WAY ENCROACHMENT AGREEMENT 22871**

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_, 2023, by and between the CITY OF KETCHUM, IDAHO, a municipal corporation ("Ketchum"), whose address is Post Office Box 2315, Ketchum, Idaho and Krista Simor (collectively referred to as "Owner"), whose address is Post Office Box 2502, Ketchum, Idaho 83340.

*RECITALS*

WHEREAS, Owner wishes to permit existing trees and placement of a paver driveway in the right of way adjacent to 960 Rocking Horse Road. These improvements are shown in Exhibit "A" and Exhibit "B" attached hereto and incorporated herein (collectively referred to as the "Improvements"); and,

WHEREAS, Ketchum finds that said Improvements will not impede the use of said public right-of-way at this time subject to the terms and provisions of this Agreement;

WHEREAS, the Owner will restore the sidewalk, street, curb and gutter and any landscaping back to the original condition acceptable to the Streets and Facilities Director;

NOW, THEREFORE, in contemplation of the above stated facts and objectives, it is hereby agreed as follows:

*TERMS AND CONDITIONS*

1. Ketchum shall permit Owner to keep existing trees as identified as Exhibit "A" and install a paver driveway as identified in Exhibit "B" within the public right-of-way adjacent to 960 Rocking Horse Road, until notified by Ketchum to remove the infrastructure at which time Owner shall remove infrastructure at Owner's expense.

2. Owner shall be responsible for the maintenance of said Improvements, and shall repair said improvements within 48 hours upon notice from Ketchum that repairs are needed. Any modification to the improvements identified in Exhibit "A" or Exhibit "B" shall be approved by the City prior to any modifications taking place.

3. Owner shall be responsible for restoring the sidewalk, curb and gutter and landscaping that is altered due to the construction and installation of the paver driveway, to the satisfaction of the Director of Streets and Facilities.

4. In consideration of Ketchum allowing Owner to maintain the Improvements in the public right-of-way, Owner agrees to indemnify and hold harmless Ketchum from and against any and all claims of liability for any injury or damage to any person or property arising from the Improvements constructed, installed and maintained in the public right-of-way. Owner shall

further indemnify and hold Ketchum harmless from and against any and all claims arising from any breach or default in the performance of any obligation on Owner's part to be performed under this Agreement, or arising from any negligence of Owner or Owner's agents, contractors or employees and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such action or proceeding brought thereon. In the event any action or proceeding is brought against Ketchum by reason of such claim, Owner, upon notice from Ketchum, shall defend Ketchum at Owner's expense by counsel satisfactory to Ketchum. Owner, as a material part of the consideration to Ketchum, hereby assumes all risk of damages to property or injury to persons in, upon or about the Improvements constructed, installed and maintained in the public right-of-way arising from the construction, installation and maintenance of said Improvements and Owner hereby waives all claims in respect thereof against Ketchum.

5. Ketchum shall not be liable for injury to Owner's business or loss of income therefrom or for damage which may be sustained by the person, goods, wares, merchandise or property of Owner, its tenants, employees, invitees, customers, agents or contractors or any other person in or about the Subject Property caused by or resulting from the Improvements constructed, installed, removed or maintained in the public right-of-way.

6. Owner understands and agrees that by maintaining the Improvements in the public right-of-way pursuant to this Agreement, Owner obtains no claim or interest in said public right-of-way which is adverse to that of Ketchum and that Owner obtains no exclusive right to said public right-of-way nor any other right to use the public right-of-way not specifically described herein.

7. In the event either party hereto retains an attorney to enforce any of the rights, duties and obligations arising out of this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party reasonable attorney's fees at the trial and appellate levels and, whether or not litigation is actually instituted.

8. This Agreement shall be governed by, construed, and enforced in accordance with the laws and decisions of the State of Idaho. Venue shall be in the District Court of the fifth Judicial District of the State of Idaho.

9. This Agreement sets forth the entire understanding of the parties hereto and shall not be changed or terminated orally. It is understood and agreed by the parties hereto that there are no verbal promises or implied promises, agreements, stipulations or other representations of any kind or character pertaining to the Improvements maintained in the public right-of-way other than as set forth in this Agreement.

10. No presumption shall exist in favor of or against any party to this Agreement as the result of the drafting and preparation of this document.

11. This Agreement shall be recorded with the Blaine County Recorder by Ketchum.

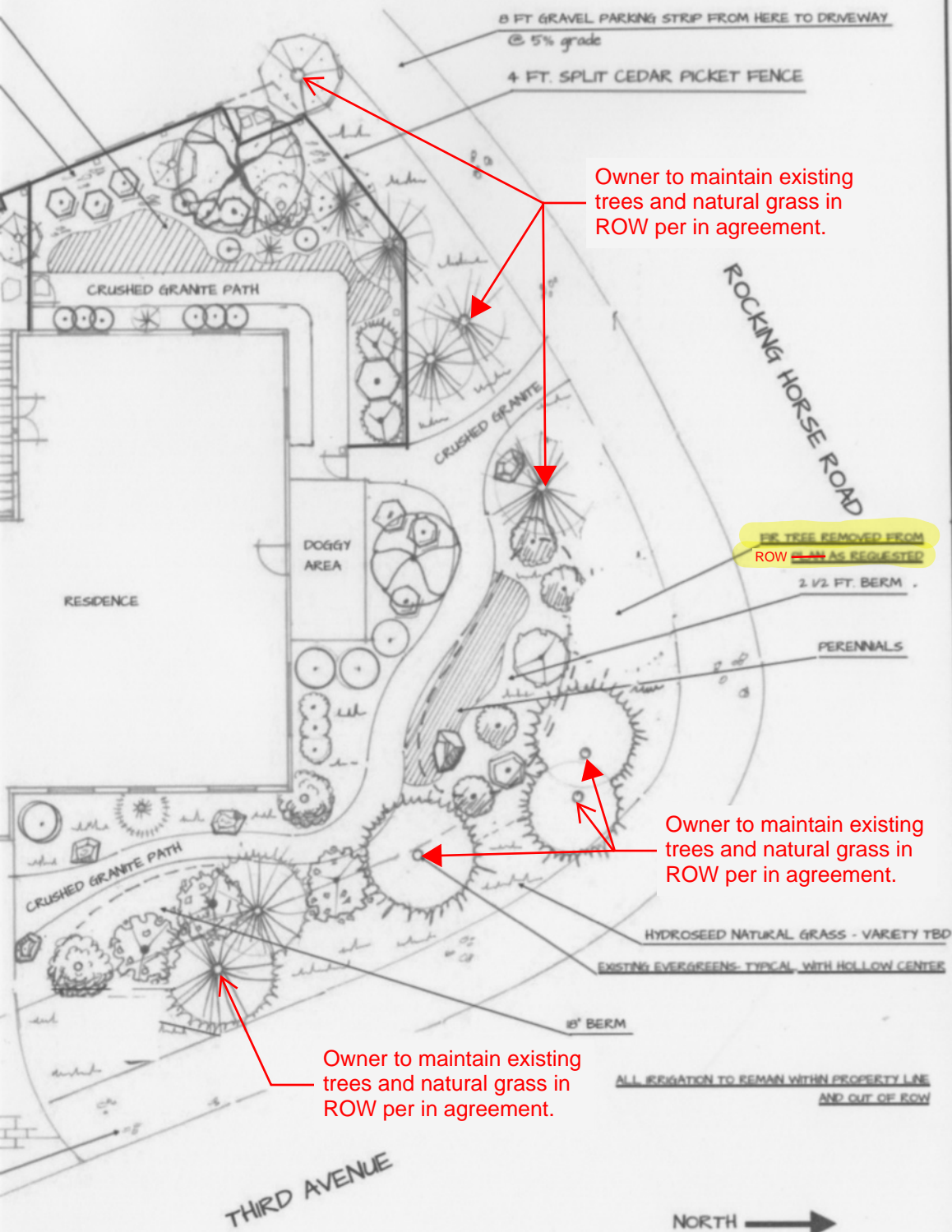
12. The parties fully understand all of the provisions of this Agreement, and believe them to be fair, just, adequate, and reasonable, and accordingly accept the provisions of this Agreement freely and voluntarily.



**EXHIBIT "A"**

ROW Encroachment Agreement 22871 Exhibit "A"

REV: 1-3-23  
7-2-23



DESIGNED BY **GARDEN CREEK DESIGN**  
92 EAST FORK ROAD HAILEY, IDAHO  
TELEPHONE: 208.309.0228

**SIMOR RESIDENCE**  
960 ROCKING HORSE ROAD KETCHUM IDAHO

NORTH →

SCALE: 1/8" = 1'-0"

H-22



**EXHIBIT "B"**

ROW Agreement  
Number 22871  
Exhibit "B"

GARAGE

ENTRY

CRUSHED GRANITE PATH

HYDROSEED NATURAL GRASS - VARIETY T

EXISTING EVERGREENS TYPICAL WITH HOLLOW CENTE

18' BERM

ALL VEGETATION TO REMAIN WITHIN PROPERTY LINE  
AND OUT OF ROW

THIRD AVENUE

PAVER DRIVEWAY

NORTH →

SCALE: 1/8" = 1'-0"

H-22

Paver driveway included in ROW  
Encroachment Agreement 22871



City of Ketchum

**CITY COUNCIL MEETING AGENDA MEMO**

Meeting Date:  Staff Member/Dept:

Agenda Item:

**Recommended Motion:**

**Reasons for Recommendation:**

- 
- 
- 

**Policy Analysis and Background (non-consent items only):**

**Sustainability Impact:**

**Financial Impact:**

**Attachments:**

- 
- 
-

**WHEN RECORDED, PLEASE RETURN TO:**

**OFFICE OF THE CITY CLERK  
CITY OF KETCHUM  
POST OFFICE BOX 2315  
KETCHUM, IDAHO 83340**

---

**RIGHT-OF-WAY ENCROACHMENT AGREEMENT 22865**

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2023, by and between the CITY OF KETCHUM, IDAHO, a municipal corporation ("Ketchum"), whose address is Post Office Box 2315, Ketchum, Idaho and Brett McKinney, representing CenturyLink (collectively referred to as "Owner"), whose address is 11425 W Executive Dr. Boise, ID 83713.

*RECITALS*

WHEREAS, Owner wishes to permit placement of two a new telecommunications handhole vaults at the northeast corner of Spruce Avenue and 4<sup>th</sup> Street. These improvements are shown in Exhibit "A" and Exhibit "B" attached hereto and incorporated herein (collectively referred to as the "Improvements"); and,

WHEREAS, Ketchum finds that said Improvements will not impede the use of said public right-of-way at this time subject to the terms and provisions of this Agreement;

WHEREAS, the Owner will restore the sidewalk, street, curb and gutter and any landscaping back to the original condition acceptable to the Streets and Facilities Director;

NOW, THEREFORE, in contemplation of the above stated facts and objectives, it is hereby agreed as follows:

*TERMS AND CONDITIONS*

1. Ketchum shall permit Owner to install telecommunication infrastructure identified in Exhibit "A" and Exhibit "B" within the public right-of-way at the northeast corner of Spruce Avenue and 4<sup>th</sup> Street until notified by Ketchum to remove the infrastructure at which time Owner shall remove infrastructure at Owner's expense.

2. Owner shall be responsible for the maintenance of said Improvements and shall repair said improvements within 48 hours upon notice from Ketchum that repairs are needed. Any modification to the improvements identified in Exhibit "A" and Exhibit "B" shall be approved by the City prior to any modifications taking place.

3. Owner shall be responsible for restoring the sidewalk, street, curb and gutter and any landscaping that is altered due to the construction and installation of handholes/vaults, to the satisfaction of the Director of Streets and Facilities.

4. In consideration of Ketchum allowing Owner to maintain the Improvements in the public right-of-way, Owner agrees to indemnify and hold harmless Ketchum from and against any and all claims of liability for any injury or damage to any person or property arising from the

Improvements constructed, installed and maintained in the public right-of-way. Owner shall further indemnify and hold Ketchum harmless from and against any and all claims arising from any breach or default in the performance of any obligation on Owner's part to be performed under this Agreement, or arising from any negligence of Owner or Owner's agents, contractors or employees and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such action or proceeding brought thereon. In the event any action or proceeding is brought against Ketchum by reason of such claim, Owner, upon notice from Ketchum, shall defend Ketchum at Owner's expense by counsel satisfactory to Ketchum. Owner, as a material part of the consideration to Ketchum, hereby assumes all risk of damages to property or injury to persons in, upon or about the Improvements constructed, installed and maintained in the public right-of-way arising from the construction, installation and maintenance of said Improvements and Owner hereby waives all claims in respect thereof against Ketchum.

5. Ketchum shall not be liable for injury to Owner's business or loss of income therefrom or for damage which may be sustained by the person, goods, wares, merchandise or property of Owner, its tenants, employees, invitees, customers, agents or contractors or any other person in or about the Subject Property caused by or resulting from the Improvements constructed, installed, removed or maintained in the public right-of-way.

6. Owner understands and agrees that by maintaining the Improvements in the public right-of-way pursuant to this Agreement, Owner obtains no claim or interest in said public right-of-way which is adverse to that of Ketchum and that Owner obtains no exclusive right to said public right-of-way nor any other right to use the public right-of-way not specifically described herein.

7. In the event either party hereto retains an attorney to enforce any of the rights, duties and obligations arising out of this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party reasonable attorney's fees at the trial and appellate levels and, whether or not litigation is actually instituted.

8. This Agreement shall be governed by, construed, and enforced in accordance with the laws and decisions of the State of Idaho. Venue shall be in the District Court of the fifth Judicial District of the State of Idaho.

9. This Agreement sets forth the entire understanding of the parties hereto and shall not be changed or terminated orally. It is understood and agreed by the parties hereto that there are no verbal promises or implied promises, agreements, stipulations or other representations of any kind or character pertaining to the Improvements maintained in the public right-of-way other than as set forth in this Agreement.

10. No presumption shall exist in favor of or against any party to this Agreement as the result of the drafting and preparation of this document.

11. This Agreement shall be recorded with the Blaine County Recorder by Ketchum.

12. The parties fully understand all of the provisions of this Agreement, and believe them to be fair, just, adequate, and reasonable, and accordingly accept the provisions of this Agreement freely and voluntarily.

OWNER:

CITY OF KETCHUM:

By: \_\_\_\_\_  
Brett McKinney  
Its: Construction/Engineering Regional Manager

By: \_\_\_\_\_  
Neil Bradshaw  
Its: Mayor

STATE OF \_\_\_\_\_, )  
County of \_\_\_\_\_, ) ss.

On this \_\_\_\_ day of \_\_\_\_\_, 2023, before me, the undersigned Notary Public in and for said State, personally appeared \_\_\_\_\_, known to me to be the person who executed the foregoing instrument and acknowledged to me that he executed the same.

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

\_\_\_\_\_  
Notary Public for \_\_\_\_\_  
Residing at \_\_\_\_\_  
Commission expires \_\_\_\_\_

STATE OF IDAHO )  
County of Blaine ) ss.

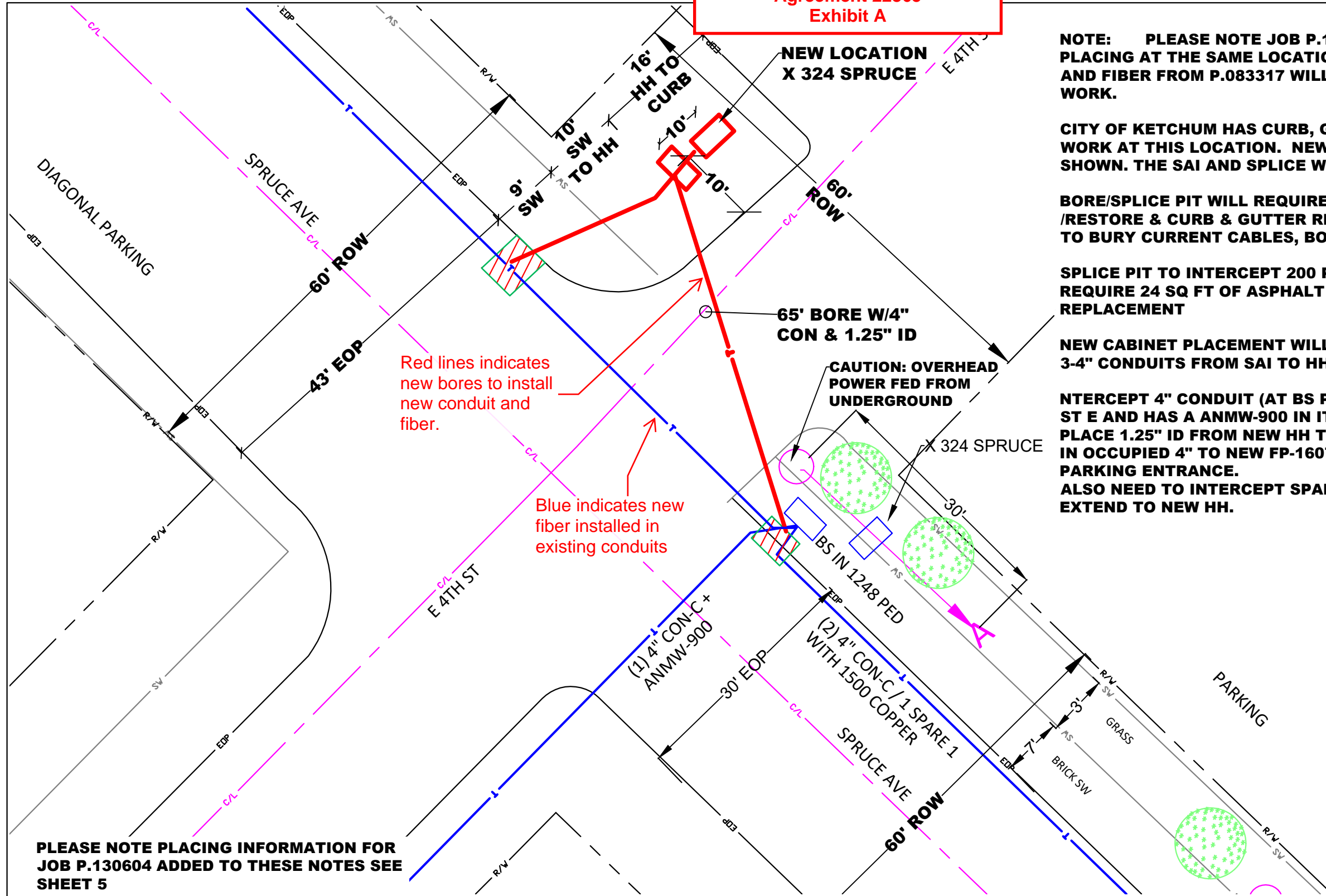
On this \_\_\_ day of \_\_\_\_\_, 2023, before me, the undersigned Notary Public in and for said State, personally appeared NEIL BRADSHAW, known or identified to me to be the Mayor of the CITY OF KETCHUM, IDAHO, and the person who executed the foregoing instrument on behalf of said municipal corporation and acknowledged to me that said municipal corporation executed the same.

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

\_\_\_\_\_  
Notary Public for \_\_\_\_\_  
Residing at \_\_\_\_\_  
Commission expires \_\_\_\_\_

**EXHIBIT "A"**

**ROW Encroachment Agreement 22865 Exhibit A**



Red lines indicates new bores to install new conduit and fiber.

Blue indicates new fiber installed in existing conduits

**NOTE: PLEASE NOTE JOB P.130604 AND P.083317 HAVE SOME PLACING AT THE SAME LOCATION SO THE PLACING OF THE NEW HH AND FIBER FROM P.083317 WILL BE DONE AT SAME TIME AS THIS WORK.**

**CITY OF KETCHUM HAS CURB, GUTTER SIDEWALK AND BIKE PATH WORK AT THIS LOCATION. NEW HH LOCATION TO BE BEHIND SW AS SHOWN. THE SAI AND SPLICE WILL BE MOVED TO SAME LOC AS HH.**

**BORE/SPLICE PIT WILL REQUIRE 24 SQ FT OF ASPHALT CUT /RESTORE & CURB & GUTTER REPLACEMENT AT BS PED. SPLICE PIT TO BURY CURRENT CABLES, BORE PIT FOR 45' BORE TO NEW HH.**

**SPLICE PIT TO INTERCEPT 200 PR CABLE IN ROW, THIS WILL ALSO REQUIRE 24 SQ FT OF ASPHALT CUT /RESTORE & CURB & GUTTER REPLACEMENT**

**NEW CABINET PLACEMENT WILL REQUIRE PAD TO BE PLACED AND 3-4" CONDUITS FROM SAI TO HH.**

**INTERCEPT 4" CONDUIT (AT BS PED) THAT GOES TO S SIDE OF 4TH ST E AND HAS A ANMW-900 IN IT PLACE 1.25" ID FROM NEW HH TO INTERCEPTED CONDUIT AND THEN IN OCCUPIED 4" TO NEW FP-1607 AT 675 SUN VALLEY RD CUSTOMER PARKING ENTRANCE. ALSO NEED TO INTERCEPT SPARE 4" CONDUIT FROM MH-947 AND EXTEND TO NEW HH.**

**PLEASE NOTE PLACING INFORMATION FOR JOB P.130604 ADDED TO THESE NOTES SEE SHEET 5**

LDS CHURCH  
300 N SPRUCE AVE  
KETCHUM ID 83340

**GEO: 360231  
TAX: 06000  
BVAPP/CLLI: BVCV22EG4/KTCHIDCM00W.  
TPR: 320101**

**SCOPE OF WORK: FIBER ENTRANCE  
ROYAL BANK OF CANADA & CITY OF  
KETCHUM SIDEWALK PROJECT EDELWISS  
AVE AND SPRUCE.**

| REVISIONS |                                                    |
|-----------|----------------------------------------------------|
| DATE      | DESCRIPTION                                        |
| 5/3/23    | UPDATE WITH PERMIT DETAILS                         |
| 6/27/23   | UPDATE HH PLACING DETAILS ON SH 4 & 5              |
| 7/24/23   | sheet 4 HH location change 2' further back from sw |

**ECD: 8/18/2023**

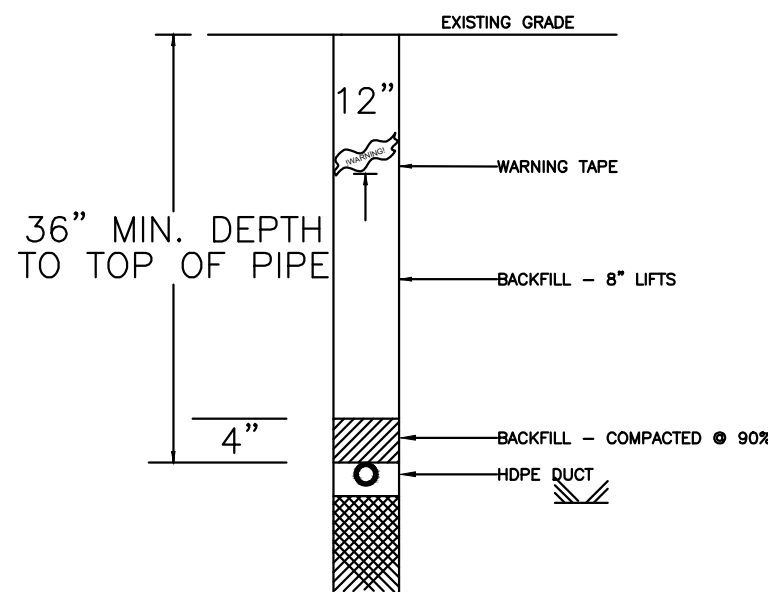
ISSUE: 3  
WC CLLI: KTCHIDMA  
EXCEPT AS MAY BE OTHERWISE PROVIDED BY CONTRACT, THESE DRAWINGS AND SPECIFICATIONS SHALL REMAIN THE PROPERTY OF CENTURYLINK BEING ISSUED IN STRICT CONFIDENCE AND SHALL NOT BE REPRODUCED, COPIED, OR USED FOR ANY PURPOSE WITHOUT SPECIFIC WRITTEN PERMISSION.

|                 |                  |                                |                                         |                                    |                                           |                                           |              |                                   |               |               |
|-----------------|------------------|--------------------------------|-----------------------------------------|------------------------------------|-------------------------------------------|-------------------------------------------|--------------|-----------------------------------|---------------|---------------|
| FW PROJECT      | WFMT PROJECT:    | COMMUNITY NAME                 | ENGINEERING CONTACT                     | CONTRACT ENGINEER                  | CONSTRUCTION COORDINATOR                  | SPLICING COORDINATOR                      | SECTION:     | DESC: IDKTCHMOE 675 SUN VALLEY RD |               |               |
| <b>P.083317</b> | <b>A.2956962</b> | NAME: KETCHUM<br>CITY: KETCHUM | NAME: BRAD MCNEW<br>PHONE: 208-646-3599 | NAME: K HADLEY<br>COMPANY: MTN LTD | NAME: RICK PERKINS<br>PHONE: 208-733-0265 | NAME: RICK PERKINS<br>PHONE: 208-733-0265 | TOWNSHIP: 4N | EXCH KEY: 208-726                 | REM KEY: 3324 | SHEET: 5 OF 7 |
|                 |                  |                                |                                         |                                    |                                           |                                           | RANGE: 18E   | SCALE: NTS                        | DATE: 3/8/18  |               |



**EXHIBIT "B"**

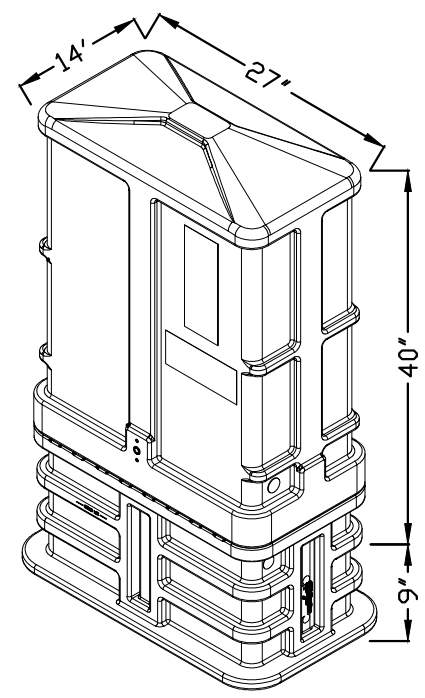
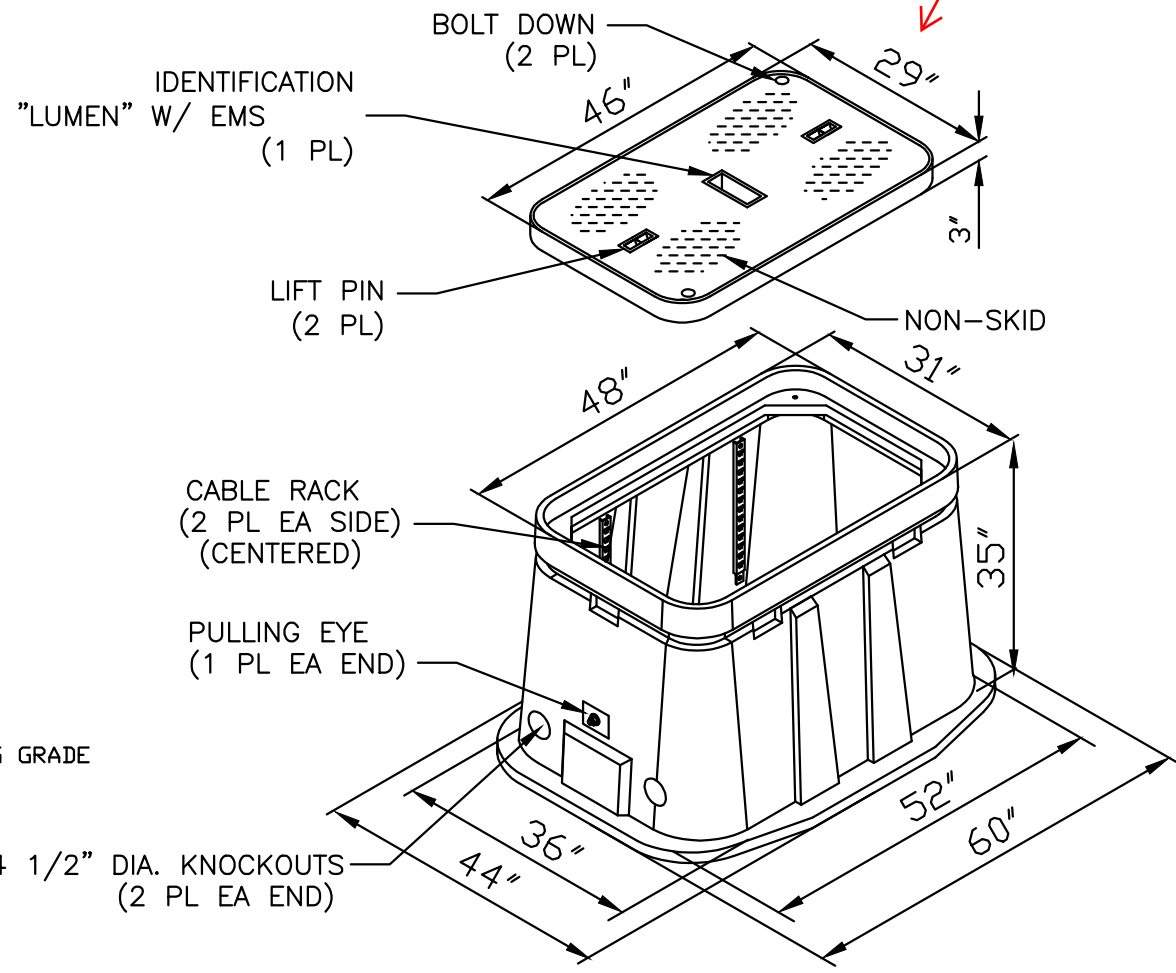
**ROW Encroachment Agreement 22865 Exhibit B**



**SEE SHEET 5**

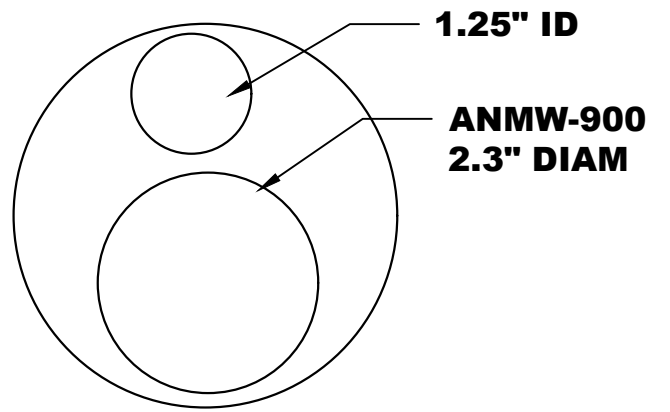
Handhole vault detail to be used

**SEE SHEET 6**

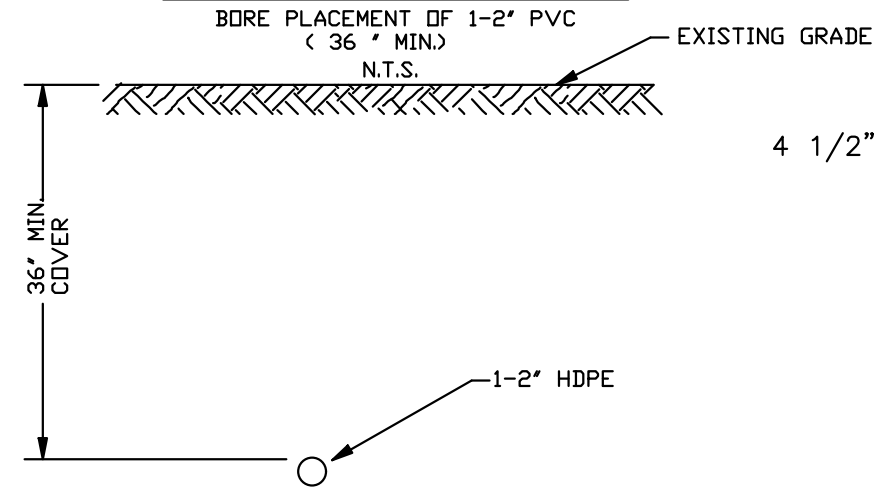


**CMPH-BD07**

**4" CON W ANMW-900 +1.25" ID**



**TYPICAL BORE TYPICAL DETAIL "A"**



3048/36 20K ASSEMBLY LUMEN PID #233 2106

N.T.S

**TYPICAL UNDERGROUND PLACEMENT**

**PLEASE NOTE PLACING INFORMATION FOR JOB P.130604 ADDED TO THESE NOTES SEE SHEET 5**

| <b>GEO: 360231</b><br><b>TAX: 06000</b><br><b>BVAPP/CLLI: BVCV22EG4/KTCHIDCM00W.</b><br><b>BLAINE COUNTY</b> |                                                    | <b>SCOPE OF WORK: FIBER ENTRANCE</b><br><b>ROYAL BANK OF CANADA &amp; CITY OF</b><br><b>KETCHUM SIDEWALK PROJECT EDELWIESS</b><br><b>AVE AND SPRUCE.</b> |                                         | <b>REVISIONS</b>                                                                                                                                                                                                                                                                                                                                                                                  |                                           |                                           |                            | <b>ECD: 8/18/2023</b>             |               |              |                      |                            |         |
|--------------------------------------------------------------------------------------------------------------|----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-------------------------------------------|----------------------------|-----------------------------------|---------------|--------------|----------------------|----------------------------|---------|
|                                                                                                              |                                                    |                                                                                                                                                          |                                         | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>DATE</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>5/3/23</td> <td>UPDATE WITH PERMIT DETAILS</td> </tr> <tr> <td>6/27/23</td> <td>UPDATE HH PLACING DETAILS ON SH 4 &amp; 5</td> </tr> <tr> <td>7/24/23</td> <td>sheet 4 HH location change 2' further back from sw</td> </tr> </tbody> </table> |                                           |                                           |                            | DATE                              | DESCRIPTION   |              | 5/3/23               | UPDATE WITH PERMIT DETAILS | 6/27/23 |
| DATE                                                                                                         | DESCRIPTION                                        |                                                                                                                                                          |                                         |                                                                                                                                                                                                                                                                                                                                                                                                   |                                           |                                           |                            |                                   |               |              |                      |                            |         |
| 5/3/23                                                                                                       | UPDATE WITH PERMIT DETAILS                         |                                                                                                                                                          |                                         |                                                                                                                                                                                                                                                                                                                                                                                                   |                                           |                                           |                            |                                   |               |              |                      |                            |         |
| 6/27/23                                                                                                      | UPDATE HH PLACING DETAILS ON SH 4 & 5              |                                                                                                                                                          |                                         |                                                                                                                                                                                                                                                                                                                                                                                                   |                                           |                                           |                            |                                   |               |              |                      |                            |         |
| 7/24/23                                                                                                      | sheet 4 HH location change 2' further back from sw |                                                                                                                                                          |                                         |                                                                                                                                                                                                                                                                                                                                                                                                   |                                           |                                           |                            |                                   |               |              |                      |                            |         |
| FW PROJECT                                                                                                   | WFMT PROJECT:                                      | COMMUNITY NAME                                                                                                                                           | ENGINEERING CONTACT                     | CONTRACT ENGINEER                                                                                                                                                                                                                                                                                                                                                                                 | CONSTRUCTION COORDINATOR                  | SPlicing COORDINATOR                      | SECTION:                   | DESC: IDKTCHMOE 675 SUN VALLEY RD |               |              |                      |                            |         |
| <b>P.083317</b>                                                                                              | <b>A.2956962</b>                                   | NAME: KETCHUM<br>CITY: KETCHUM                                                                                                                           | NAME: BRAD MCNEW<br>PHONE: 208-646-3599 | NAME: K HADLEY<br>COMPANY: MTN LTD                                                                                                                                                                                                                                                                                                                                                                | NAME: RICK PERKINS<br>PHONE: 208-733-0265 | NAME: RICK PERKINS<br>PHONE: 208-733-0265 | TOWNSHIP: 4N<br>RANGE: 18E | EXCH KEY: 208-726                 | REM KEY: 3324 | DATE: 3/8/18 | <b>SHEET: 7 OF 7</b> |                            |         |



City of Ketchum

**CITY COUNCIL MEETING AGENDA MEMO**

Meeting Date: August 7, 2023 Staff Member/Dept: Paige Nied, Associate Planner  
Planning and Building Department

Agenda Item: Recommendation to review and approve Right-of-Way Encroachment Agreement #22872 and Alley Maintenance Agreement #22874

Recommended Motion:

I move to authorize the Mayor to sign Right-of-Way Encroachment Agreement #22872 and Alley Maintenance Agreement #22874 between the City of Ketchum and MMDM12 LLC.

Reasons for Recommendation:

- The 7<sup>th</sup> Street Townhomes Design Review application (File No. P22-031) was approved by the Planning and Zoning Commission on April 11, 2023. The Townhouse Preliminary Plat application (File No. P22-031A) and the Phased Development Agreement #22844 were approved by the City Council on April 15, 2023.
- The improvements will not impact the use or operation of the alley off 7<sup>th</sup> Street.
- The improvements will not impact drainage or snow removal within the public right-of-way.
- Snowmelt is not proposed for either driveway.
- The project complies with all standards for Right-of-Way Encroachment Permit issuance specified in Ketchum Municipal Code §12.12.060.
- The access to the 7<sup>th</sup> Street Townhomes is from the alley due to the orientation of the development. As part of the Townhouse Subdivision for the 7<sup>th</sup> Street Townhomes, the applicant is required to improve the alley to provide adequate access to the residential units by the owners and emergency services. Because the City does not maintain alleys in residential districts, the project is required to enter into an Alley Maintenance Agreement.

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

None OR state impact here: None

Financial Impact:

None OR Adequate funds exist in account. There is no financial requirement from the city for this action.

Attachments:

1. ROW Encroachment Agreement #22872 with exhibits



**RECORDING REQUESTED BY AND WHEN  
RECORDED RETURN TO:**

City Clerk, City of Ketchum  
PO Box 2315  
Ketchum Idaho, 83340

(Space Above Line For Recorder's Use)

---

**RIGHT-OF-WAY ENCROACHMENT AGREEMENT 22872**

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_, 2023, by and between the CITY OF KETCHUM, IDAHO, a municipal corporation ("Ketchum"), whose address is Post Office Box 2315, Ketchum, Idaho 83340 and MMDM12 LLC, ("Owner"), whose mailing address is Post Office Box 2028, Sun Valley, Idaho 83353 and who owns real property located at Lot 3, Block 68, Ketchum Townsite ("subject property").

*RECITALS*

WHEREAS, Owner wishes to permit the placement of two paver driveways adjacent to the subject property from the property line to the edge of asphalt on the alley. These improvements are shown in Exhibit "A" attached hereto and incorporated herein (collectively referred to as the "Improvements") and;

WHEREAS, Ketchum finds that said Improvements will not impede the use of said public right-of-way at this time subject to the terms and provisions of this Agreement;

WHEREAS, following construction of the Improvements, the Owner will restore the right-of-way, as shown in Exhibit "A", acceptable to the Streets and Facilities Director;

NOW, THEREFORE, in contemplation of the above stated facts and objectives, it is hereby agreed as follows:

*TERMS AND CONDITIONS*

1. Ketchum shall permit Owner to install the Improvements identified in Exhibit "A" within the alley right-of-way off 7<sup>th</sup> Street adjacent to Lot 3, Block 68, Ketchum Townsite until notified by Ketchum to remove the infrastructure at which time Owner shall remove infrastructure at Owner's expense.

2. Owner shall be responsible for the maintenance of said Improvements and shall repair said improvements within 48 hours upon notice from Ketchum that repairs are needed. Any modification to the improvements identified in Exhibit "A" shall be approved by the City prior to any modifications taking place.

3. Owner shall be responsible for restoring the alley and landscaping that is altered due to the construction and installation of the Improvements, to the satisfaction of the Director of Streets and Facilities.

4. In consideration of Ketchum allowing Owner to maintain the Improvements in the public right-of-way, Owner agrees to indemnify and hold harmless Ketchum from and against any and all claims of liability for any injury or damage to any person or property arising from the Improvements constructed, installed and maintained in the public right-of-way. Owner shall further indemnify and hold Ketchum harmless from and against any and all claims arising from any breach or default in the performance of any obligation on Owner's part to be performed under this Agreement, or arising from any negligence of Owner or Owner's agents, contractors or employees and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such action or proceeding brought thereon. In the event any action or proceeding is brought against Ketchum by reason of such claim, Owner, upon notice from Ketchum, shall defend Ketchum at Owner's expense by counsel satisfactory to Ketchum. Owner, as a material part of the consideration to Ketchum, hereby assumes all risk of damages to property or injury to persons in, upon or about the Improvements constructed, installed and maintained in the public right-of-way arising from the construction, installation and maintenance of said Improvements and Owner hereby waives all claims in respect thereof against Ketchum.

5. Ketchum shall not be liable for injury to Owner's business or loss of income therefrom or for damage which may be sustained by the person, goods, wares, merchandise or property of Owner, its tenants, employees, invitees, customers, agents or contractors or any other person in or about the Subject Property caused by or resulting from the Improvements constructed, installed, removed or maintained in the public right-of-way.

6. Owner understands and agrees that by maintaining the Improvements in the public right-of-way pursuant to this Agreement, Owner obtains no claim or interest in said public right-of-way which is adverse to that of Ketchum and that Owner obtains no exclusive right to said public right-of-way nor any other right to use the public right-of-way not specifically described herein.

7. In the event either party hereto retains an attorney to enforce any of the rights, duties and obligations arising out of this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party reasonable attorney's fees at the trial and appellate levels and, whether or not litigation is actually instituted.

8. This Agreement shall be governed by, construed, and enforced in accordance with the laws and decisions of the State of Idaho. Venue shall be in the District Court of the fifth Judicial District of the State of Idaho.

9. This Agreement sets forth the entire understanding of the parties hereto and shall not be changed or terminated orally. It is understood and agreed by the parties hereto that there are no verbal promises or implied promises, agreements, stipulations or other representations of any kind or character pertaining to the Improvements maintained in the public right-of-way other than as set forth in this Agreement.

10. No presumption shall exist in favor of or against any party to this Agreement as the result of the drafting and preparation of this document.

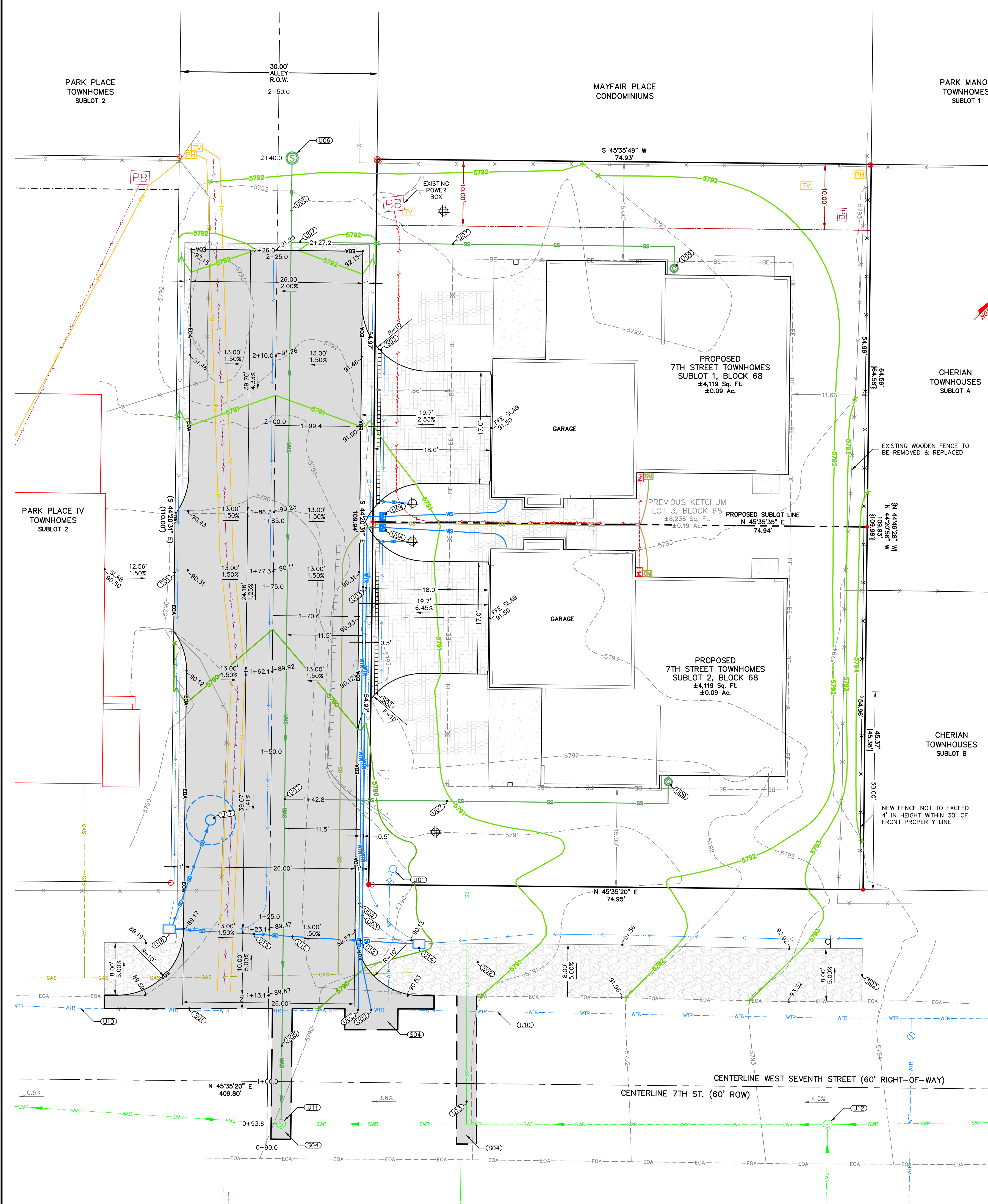
11. This Agreement shall be recorded with the Blaine County Recorder by Ketchum.

12. The parties fully understand all of the provisions of this Agreement, and believe them to be fair, just, adequate, and reasonable, and accordingly accept the provisions of this Agreement freely and voluntarily.



**EXHIBIT "A"**





**SITE IMPROVEMENTS**

- (S01) Saw Cut existing asphalt to a minimum of 24 inches for a clean vertical edge.
- (S02) Install 8' Gravel Shoulder sloped at 5% minimum per Ketchum Standard.
- (S03) Install Trench Drain, See Note 16.
- (S04) Cut and repair existing asphalt roadway.

**UTILITY IMPROVEMENTS**

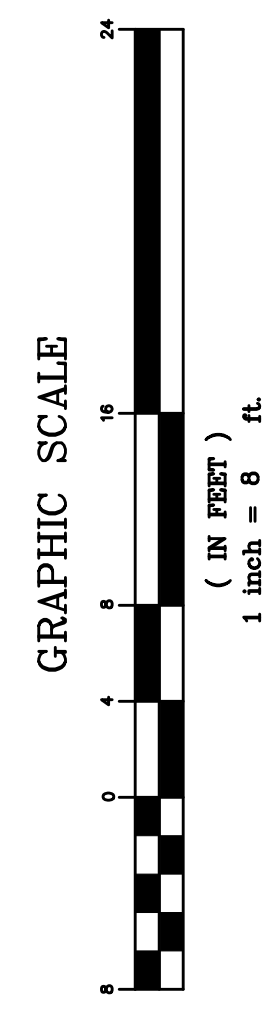
- (U01) Existing Ketchum Fire Hydrant (R216)
- (U02) Install two 1.5" Water Service Connections. Maintain 24" min. separation between Connection Tops. See Detail 12 on Sheet C.5.
- (U03) Install two 1.5" Water Service Lines. Maintain 6" separation between Service Lines. Service for Sublot 1 to run next to alley. Service for Sublot 2 to run next to property line. Service Lines are not to cross. See Detail 12 on Sheet C.5.
- (U04) Reduce 1.5" Water Service Lines into 1" Water Service Connections with two Curb Stops & Meter Vaults. See Detail 13 on Sheet C.5.
- (U05) Install 8" Sanitary Sewer Main. See Plan and Profile on Sheet C.3.
- (U06) Install Sanitary Sewer Manhole, SMH-1. See Plan and Profile on Sheet C.3.  
RIM ELEV. = 5792.00'  
SE IE OUT = 5784.92'
- (U07) Install 4" Sanitary Sewer Service. See Detail 10 on Sheet C.5.
- (U08) Install 4" Sanitary Sewer Service Cleanout. See Detail 9 on Sheet C.5.
- (U09) Existing 8" Water Main.
- (U10) Existing Sanitary Sewer Manhole. See Plan and Profile on Sheet C.3.  
RIM ELEV. = 5790.11'  
NE IE IN = 5783.41'  
NW IE IN = 5783.50'  
SW IE OUT = 5783.40'
- (U11) Existing Sanitary Sewer Manhole. See Plan and Profile on Sheet C.3.  
RIM ELEV. = 5793.53'  
NE IE IN = 5785.6'  
SW IE OUT = 5785.4'
- (U12) Existing Sanitary Sewer Manhole. See Plan and Profile on Sheet C.3.  
RIM ELEV. = 5793.53'  
NE IE IN = 5785.6'  
SW IE OUT = 5785.4'
- (U13) Cut and cap existing Sewer Service at Sewer Main.
- (U14) Install Catch Basin, See Detail 5 on Sheet C.5.  
RIM ELEV. = 5790.15'
- (U15) Install 12" Dia. D3034 PVC Storm Drain Pipe, @ S=2.0% Min.
- (U16) Install Catch Basin, See Detail 6 on Sheet C.5.  
RIM ELEV. = 5789.00'
- (U17) Install Drywell, Maintain 25' separation from Water Main, See Details 7 & 8 on Sheet C.5.  
RIM ELEV. = 5789.74'
- (U18) Maintain NPWL separation requirements, See Detail 15 on Sheet C.5.

**GENERAL CONSTRUCTION NOTES**

- 1) Utility locations shown are based on visual surface evidence and are approximate. Contractor shall be responsible for locating existing utilities prior to commencing and during construction.
- 2) The design of the Alleyway, Utilities, Grading, and Drainage improvements have only been performed within the public right-of-way. See the Site Plan & Grading Plan from Eggers Associates P.A. for the remainder of the design.
- 3) All construction shall be in accordance with the most current edition of the Idaho Standards for Public Works Construction, ISPWC, and the City of Ketchum, Idaho, Codes and Standards. The contractor shall be responsible for obtaining and keeping a copy of the ISPWC and the City of Ketchum Codes and Standards on site during construction.
- 4) Per Idaho Code, 55-1613, the contractor shall retain and protect all monuments, accessories to corners, benchmarks, and points set in control surveys that are lost or disturbed by construction shall be reestablished and re-monumented, at the expense of the agency or person causing their loss or disturbance under the direction of a Professional Land Surveyor.
- 5) The contractor shall clean up the site after construction so that it is in a condition equal to or better than that which existed prior to construction.
- 6) The contractor shall be required to obtain all the necessary permits prior to construction and shall check with the City of Ketchum for permits the owner may already obtained.
- 7) Trenches shall be backfilled and compacted to a minimum of 95% of maximum density as determined by AASHTO T-99.
- 8) All clearing and grubbing shall conform to ISPWC Section 201 and city of Ketchum Standards of excavation and backfill.
- 9) All excavation and embankment shall conform to ISPWC Section 202 and City of Ketchum Standards for excavation and backfill. Excavated subgrade shall be compacted and all unsuitable sections removed and replaced with structural fill as determined by the Engineer per ISPWC Section 204. Minimum compaction of placed material shall be 95% of maximum laboratory density as determined by AASHTO T-99 or IDT T-91.
- 10) All 2" minus aggregate shall be placed in conformance with ISPWC Section 802. It shall be compacted per ISPWC Section 202 and the City of Ketchum Standards. 2" minus crushed aggregate material shall conform to ISPWC Table 802 Type II and to the City of Ketchum Specifications. Minimum compaction of placed material shall be 95% of maximum laboratory density as determined by AASHTO T-99 or IDT T-91.
- 11) All 3/4" minus aggregate shall be placed in conformance with ISPWC Section 802. It shall be compacted per ISPWC Section 202 and the City of Ketchum Standards. 3/4" minus crushed aggregate for leveling course shall conform to ISPWC Table 802 Type I and to the City of Ketchum Specifications. Minimum compaction of placed material shall be 95% of maximum laboratory density as determined by AASHTO T-99 or IDT T-91.
- 12) All asphaltic concrete pavement work shall conform to ISPWC Section(s) 805, 810, and 811 for Class II pavement and to the City of Ketchum Standards. Asphalt aggregate shall be 1/2" nominal size conforming to Table 803b in ISPWC Section 803. Asphalt binder shall be PG 58-28 conforming to Table A-1 in ISPWC Section 805.
- 13) All concrete form work shall conform to ISPWC Sections 701 and 703. All concrete shall be 3,000 psi minimum. 28 day, as defined in ISPWC Section 703, Table 1.C.
- 14) All edges of existing asphalt paving shall be saw cut a minimum of 24" to provide a clean pavement edge for matching. No wheel cutting shall be allowed. Pavement shall be cut prior to paving to prevent damage to the cut edge.
- 15) The contractor shall be responsible for providing traffic control per the current edition of the US Department of Transportation Manual of Uniform Traffic Control Devices (MUTCD).
- 16) Trench Drain shall be a 6" wide HDPE channel with a 0.75 built in channel slope (ZURN Flo-Thru Model Z886, ABT Interceptor Model A-67, or approved equivalent). Grate shall be ductile iron with a slotted pattern. All components shall be rated for H-20 loading.
- 17) Alpine Enterprises Inc. is not responsible for any deviation from these plans, unless such changes have been authorized in writing.

**LEGEND**

- Subject Property Boundary
- Adjoiners Lot Line
- Centerline Right-of-Way
- Existing Edge of Asphalt
- Proposed 20' Wide Asphalt Alley
- Proposed Asphalt 2" Saw Cut Line
- Proposed 8' Wide Gravel Shoulder
- Building Setbacks
- Existing 10' Idaho Power Easement
- Existing Driveway
- Existing Building/Structure
- Proposed Building/Structure
- Proposed Concrete
- Proposed Paver Driveway
- Proposed Paver Walkway
- Existing Wooden Fence
- Proposed Wooden Fence
- Existing Retaining Wall (To Be Removed)
- Existing Underground Power Line
- Proposed Underground Power Line
- Existing Underground Phone Line
- Existing Underground CA/TV Line
- Proposed Underground Communications Line
- Existing Water Main
- Existing Water Service
- Proposed 1.5" Water Service
- Proposed 1" Water Service
- Proposed 12" Storm Drain Pipe
- Proposed Drainage Flowline
- Existing Gas Line
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- Proposed 8" Sewer Main
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- Existing 1" Minor Contour
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- Proposed Catch Basin
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- Proposed Driveway Trench Drain
- Existing Street Sign
- Proposed Spot Elevation (90.00=5790.00')
- Existing Grade
- Proposed Grade



- 90.00
- 3.5%
- 3.5%
- RIM Rim Elevation
- IE IN Invert Elevation In
- IE OUT Invert Elevation Out
- MATCH Match Elevation
- S Slope %
- ( ) Record Bearing & Distance Inst. No. 607262
- [ ] Record Bearing & Distance Inst. No. 488133
- { } Record Bearing & Distance Inst. No. 336507

**NOTES**

- 1) Basis of Bearings is Idaho State Plane Coordinate System, NAD83, Central Zone, at Grid in US Survey Feet. Vertical Datum is NAVD1988.
- 2) Boundary information is from the Official Map of the Village of Ketchum, Inst. No. 302967; the Replat of Block 68, Town of Ketchum, Inst. No. 185154; the Plat of Cheriau Townhouses, Inst. No. 336507; the Plat of Park Place IV Townhomes, Inst. No. 607262; the Plat of Mayfair Place Condominiums, Inst. No. 259254; the Plat of Parkway Manor Townhomes, Inst. No. 428973; the Plat of Parkway Manor Townhomes, Instrument Number 428973; the Plat of Park Place Condominiums, Instrument Number 202777; the Plat of Park Place II Townhouse Condominiums, Instrument Number 223035; the Plat of Park Place III Townhouse Condominiums, Instrument Number 212507; the Plat of Park Place IV Townhouse Condominiums, Instrument Number 224304; Records of Blaine County, Idaho.
- 3) Utility Locations shown are based on Digline, visual surface evidence, City Maps, and previous projects in the vicinity. Utility locations should be verified before any excavation.
- 4) Current Zoning appears to be General Residential Low Density, GR-L.
- 5) Not all trees and vegetation are shown, some locations are approximate.
- 6) Name & Address of Owner/Subdivider  
MMDM12 LLC.  
P.O. Box 2028  
Sun Valley, ID 83353
- 7) Sublots shall have Mutual Reciprocal Utility Easements, for Use, Maintenance, and Repair.

PROJECT PATH AND PRINT DATE: U:\LandProjects\2004\1274M\_KBik68\_L13.dwg 4/21/2023 1:27:32 PM MST  
 A SITE, GRADING & DRAINAGE, UTILITY, & ROW ENCROACHMENT PLAN SHOWING  
 7TH STREET TOWNHOMES ON LOT 3, BLK 68, KETCHUM TOWNSITE  
 WITHIN S13, T.4N., R.17E., B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO  
 PREPARED FOR MMDM12 LLC.

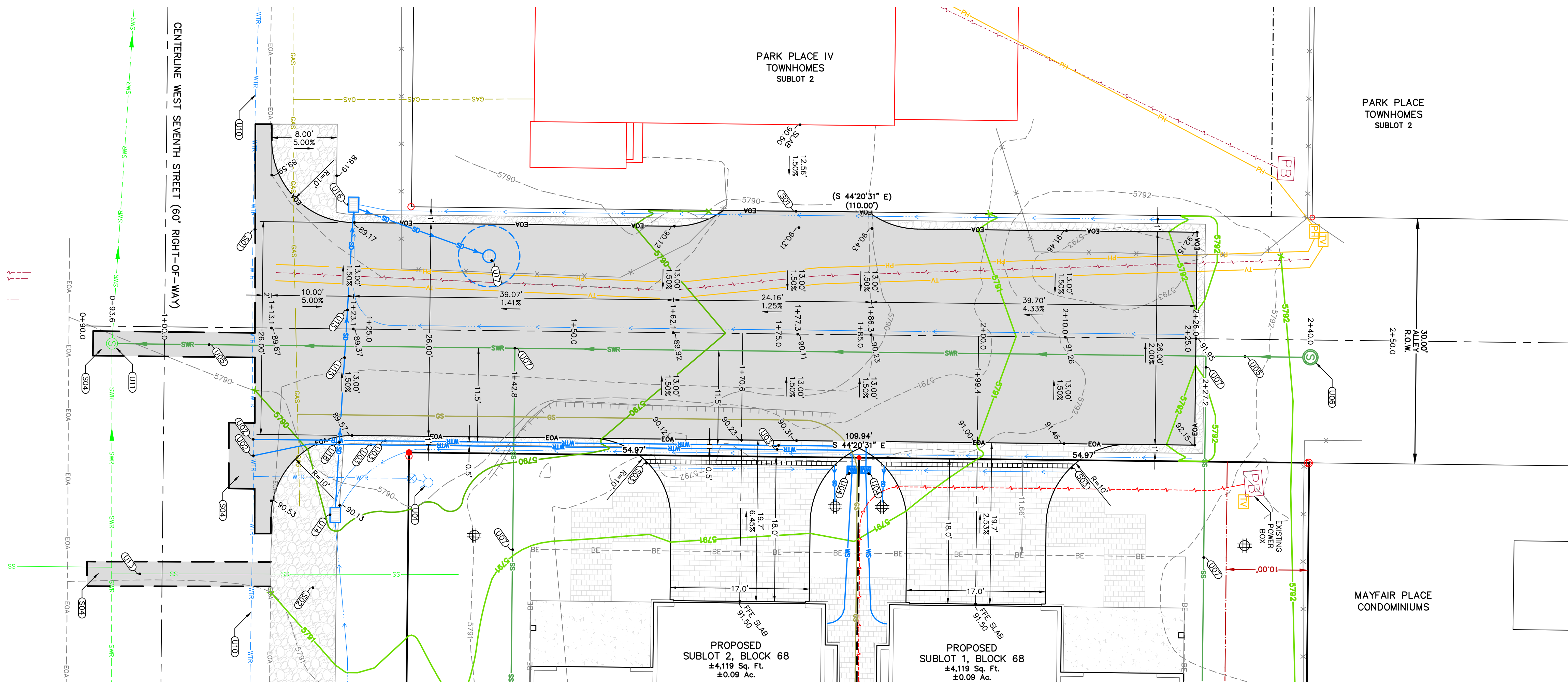
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|----|---------|-----|
| 1  | 24AUG22 | AHN |
| 2  | 08NOV22 | AHN |
| 3  | 10FEB23 | AHN |
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REVISIONS  
 BUILDING PERMIT SUBMITTAL  
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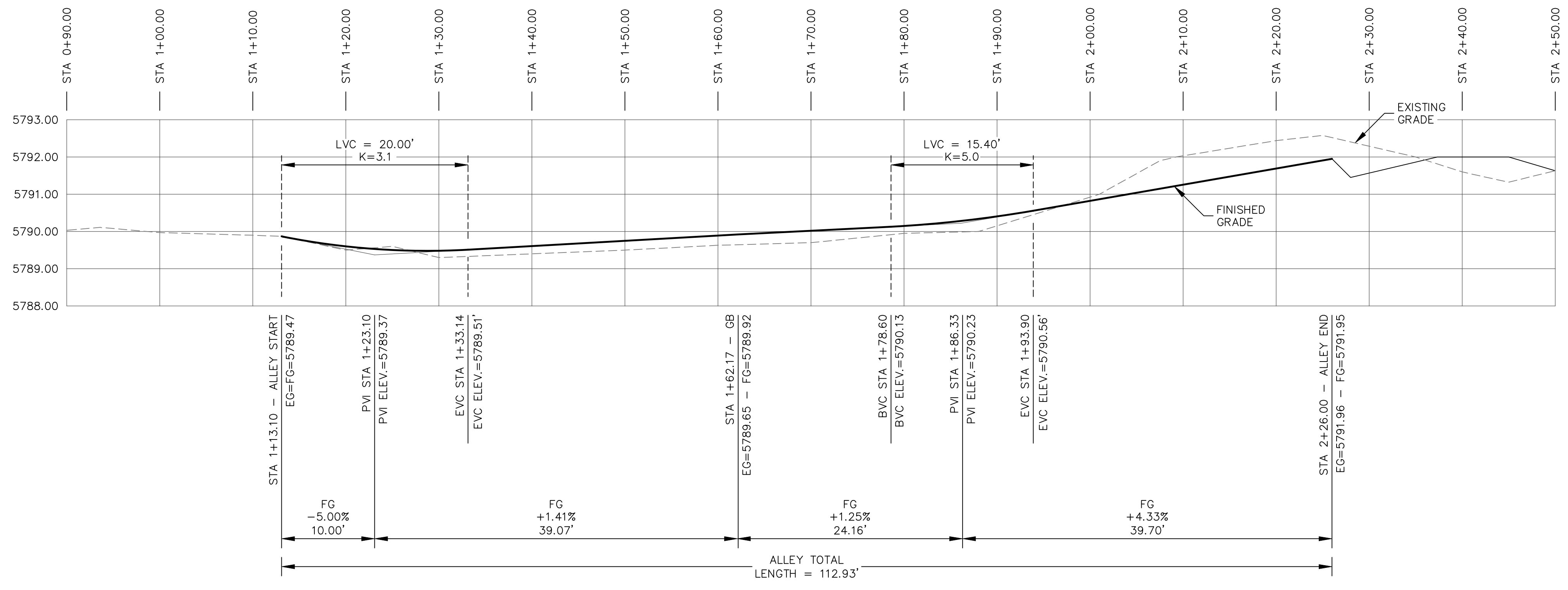
ALPINE ENTERPRISES INC.  
 Surveying, Mapping, Civil Engineering,  
 and Natural Hazards Consulting  
 660 Bell Dr., Unit 1  
 P.O. Box 2037, Ketchum, ID 83340 USA  
 (208) 721-1986  
 email: tsam@alpineenterprises.com

PROFESSIONAL ENGINEER  
 19075  
 21APR23  
 STATE OF IDAHO  
 ALEX NEVILL

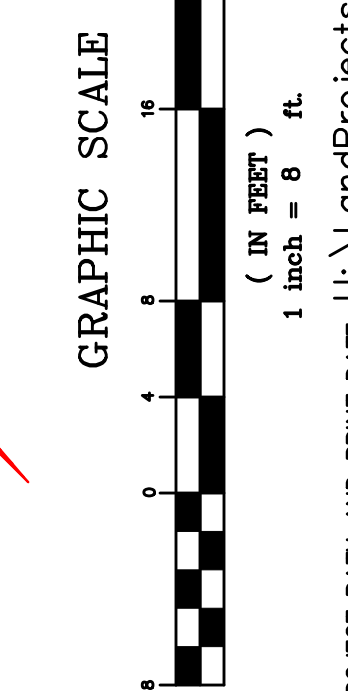
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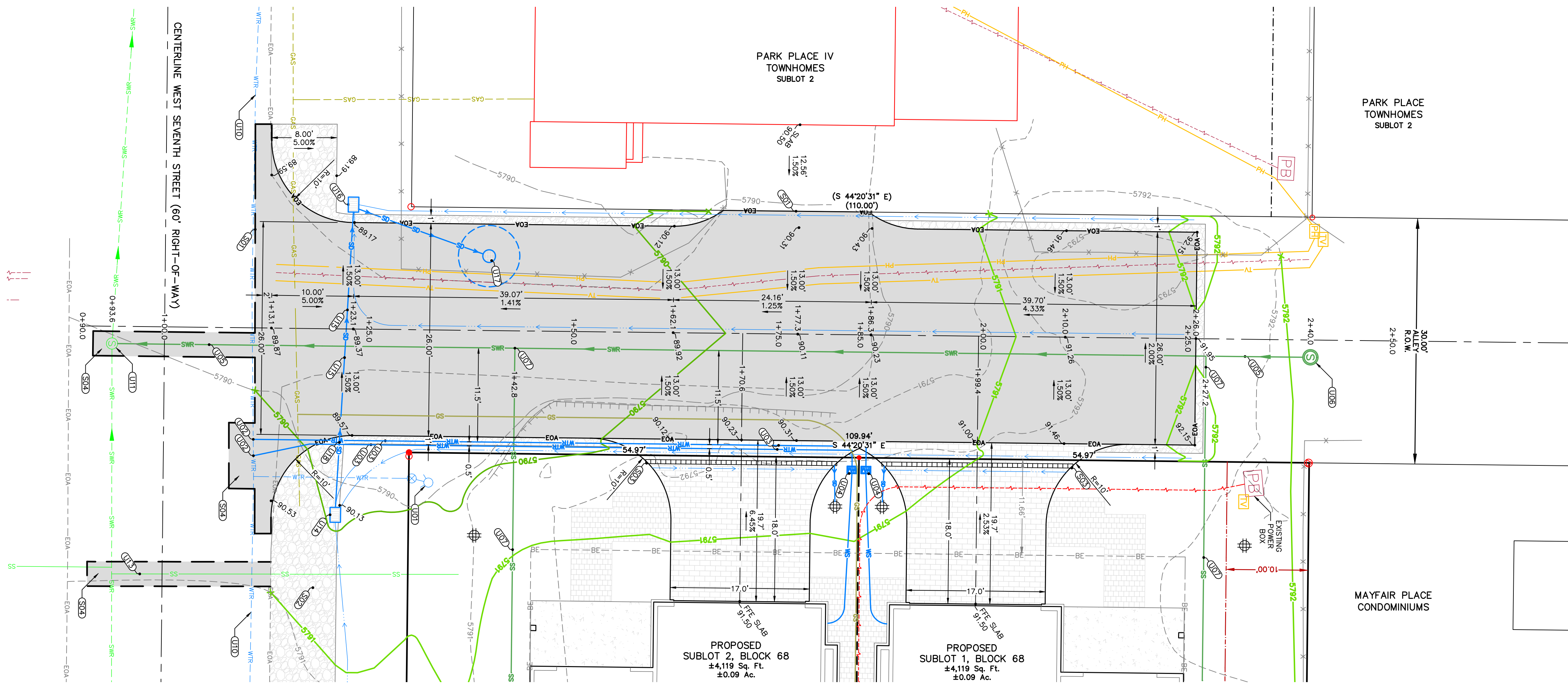


- LEGEND**
- Subject Property Boundary
  - Adjainers Lot Line
  - Centerline Right-of-Way
  - Existing Edge of Asphalt
  - Proposed 20' Wide Asphalt Alley
  - Proposed Asphalt 2' Saw Cut Line
  - Proposed 8' Wide Gravel Shoulder
  - Building Setbacks
  - Existing 10' Idaho Power Easement
  - Existing Driveway
  - Existing Building/Structure
  - Proposed Building/Structure
  - Proposed Concrete
  - Proposed Paver Driveway
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  - IE OUT Invert Elevation Out
  - MATCH Match Elevation
  - S Slope %
  - EG Existing Grade Elevation
  - FG Finish Grade Elevation
  - PVI Point of Vertical Intersection
  - LVC Length Vertical Curve
  - BVC Begin Vertical Curve
  - EVC End Vertical Curve
  - GB Grade Break
  - ( ) Record Bearing & Distance Inst. No. 607262
  - [ ] Record Bearing & Distance Inst. No. 488133
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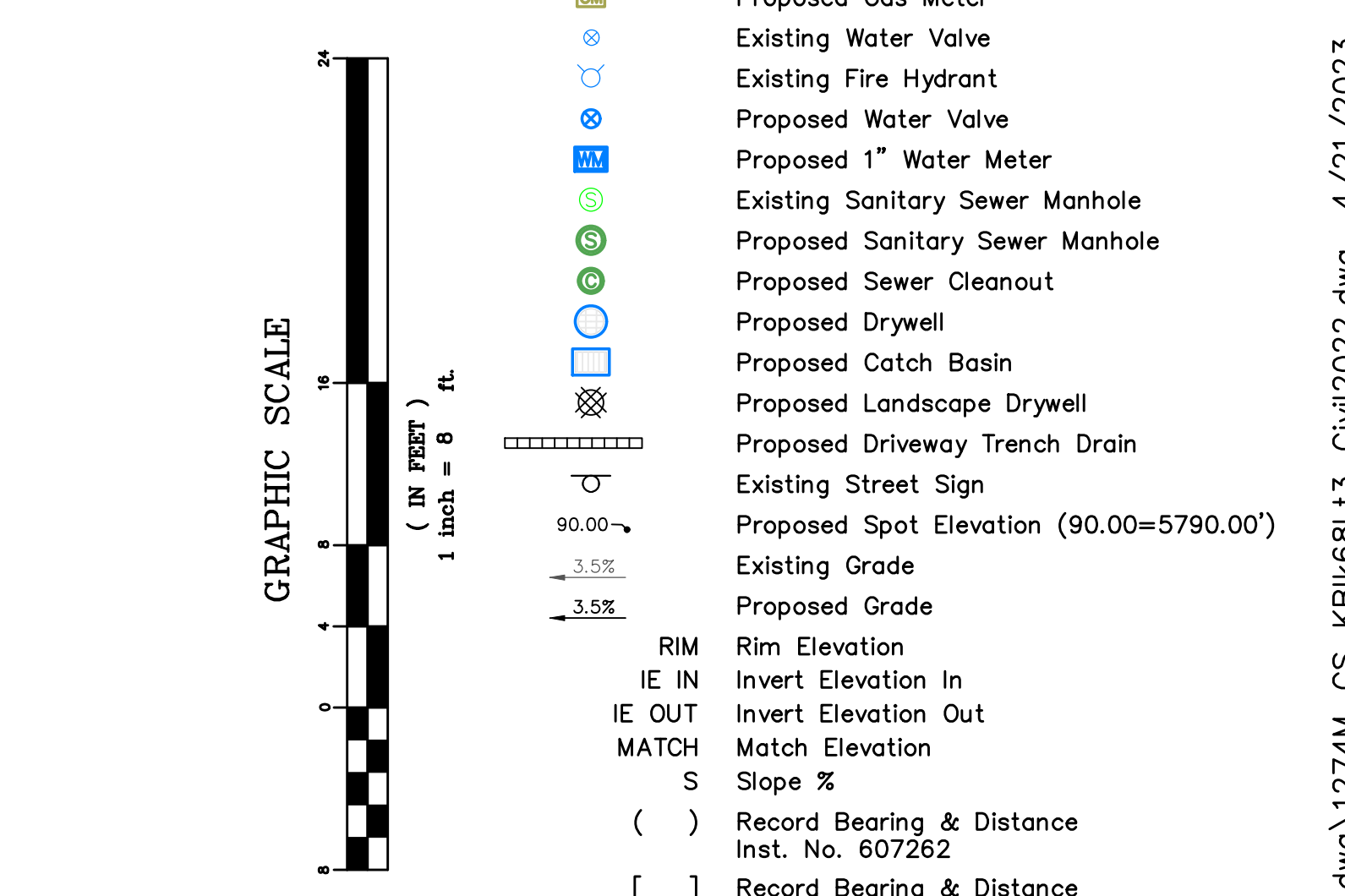
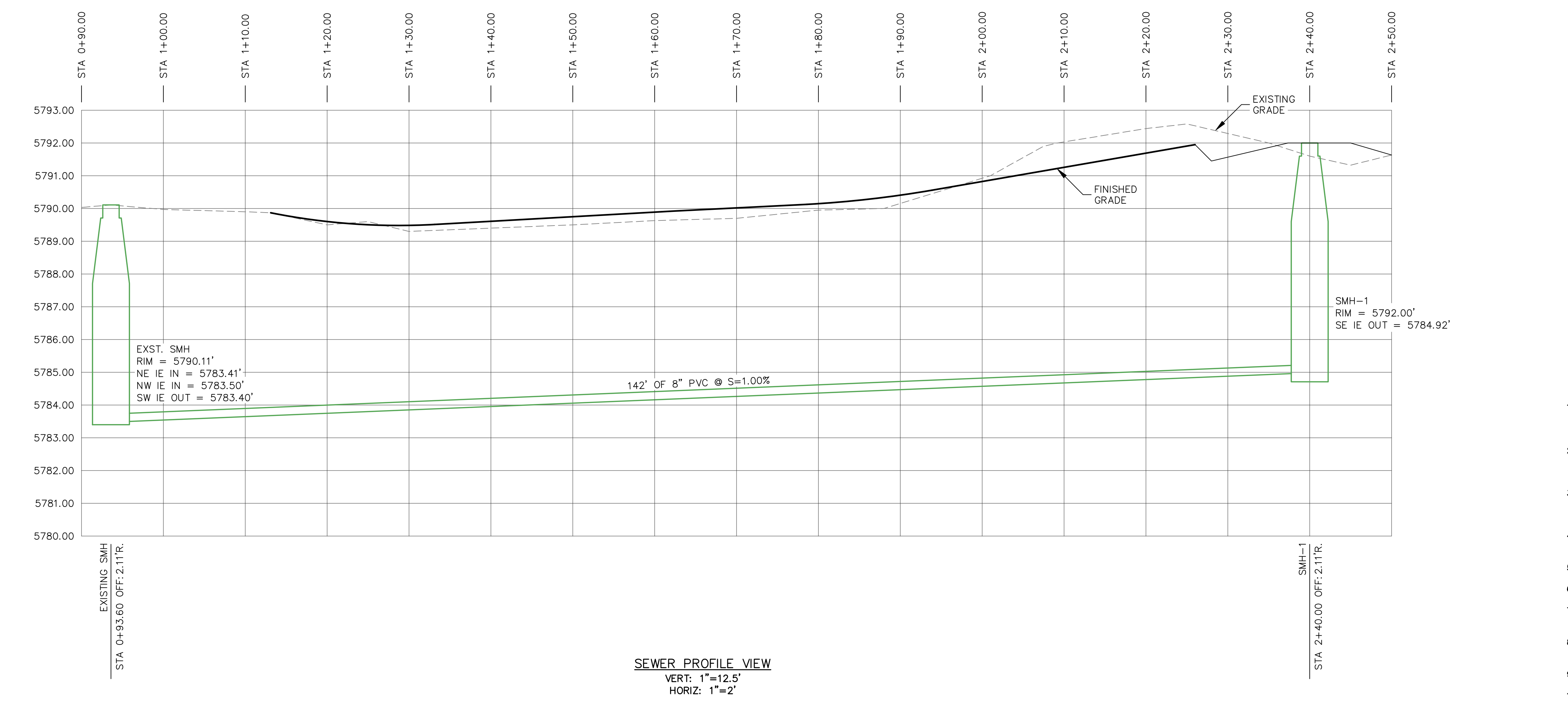
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- SEWER CONSTRUCTION NOTES**
- All construction shall be in conformance with the Idaho Standards for Public Works Construction (ISPCW) and the City of Ketchum Standards. The contractor shall be responsible for obtaining and keeping a copy of the above Standards and Specifications and a set of plans stamped with the DEQ approval stamp and a copy of the DEQ approval letter on site at all times during construction.
  - All mains and services shall comply with IDAPA 58.01.08.542.07.a and IDAPA 58.01.08.542.07.b which address the requirements for separation distances between potable water lines (including mains and service lines) with non-potable lines. In addition, water services shall be constructed with at least 25 feet horizontal separation from infiltration trenches and dry wells.
  - The location of existing underground utilities are shown on the plans in an approximate way. The contractor shall be responsible for locating existing utilities during the construction. The contractor agrees to be fully responsible for any and all damages which result from his failure to accurately locate and preserve any and all underground utilities.
  - The contractor shall verify the location and elevation of all existing water and sewer mains at all proposed crossings. Some relocation of water and sewer mains may be required in addition to those shown on the plans.
  - Potable/non-potable crossings shall comply with ISPCW Standard Drawing SD-407 and IDAPA section 58.01.08.542.07.
  - The contractor shall be required to obtain all necessary permits prior to excavation.
  - All sewer mains shall be constructed of PVC pipe conforming to ASTM D3034 SDR 35. Minimum pipe diameter for gravity sewer mains shall be 8-inches. Minimum slope for 8-inch sewer main shall be 0.4%. Contractor shall install pipe at slopes indicated on plans.
  - Sewer service lines shall be placed at a slope of 2%, with markers per ISPCW. Cleanouts are required at changes in alignment, grade, and minimum 150' length.
  - All pipe shall be bedded with (ISPCW) Type I bedding material.
  - Trenches shall be back filled and compacted to a minimum of 95% of maximum density as determined by AASHTO T-99.
  - The contractor shall pressure test all sewer service connections in accordance with the Idaho Standards for Public Works Construction (ISPCW).
  - Manholes shall be constructed in accordance with ISPCW Standard Drawing SD-501. Minimum diameter shall be 48 inches. Manholes shall be constructed at all intersections, changes in alignment, changes in grade, and at terminal ends.

PROJECT PATH AND PRINT DATE: U:\LandProjects2004\1274M\_KBik68\_Lt3.dwg\1274M\_KBik68.Lt3.Civil2022.dwg 4/21/2023 1:27:32 PM MST

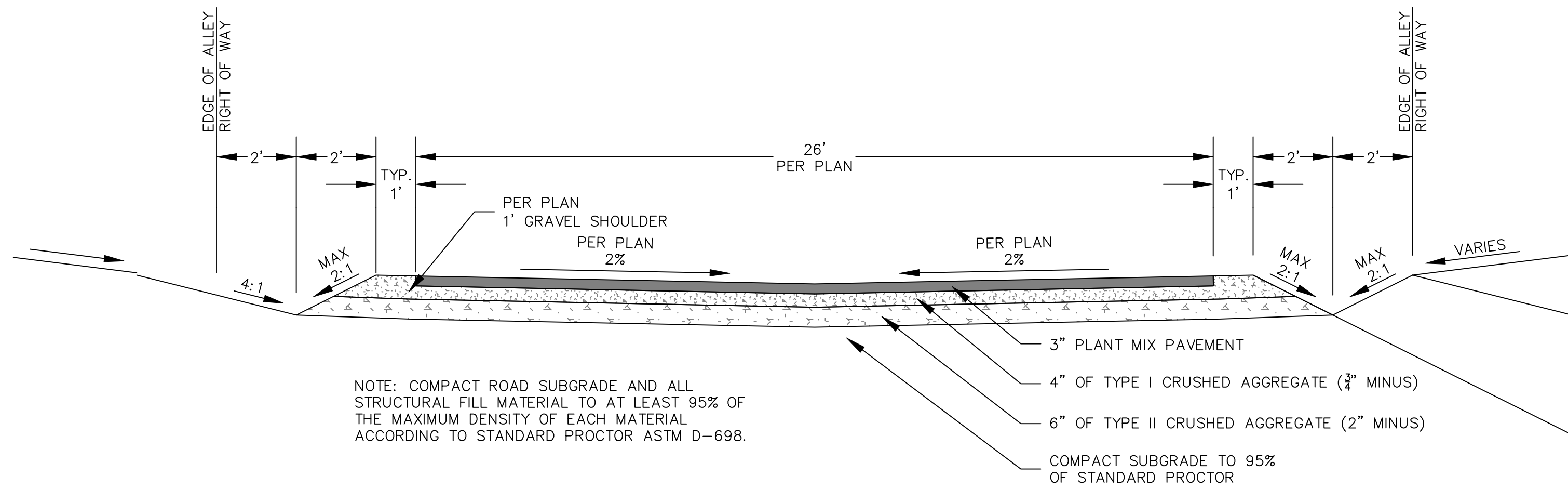
A UTILITY PLAN & PROFILE FOR  
7TH STREET TOWNHOMES ON LOT 3, BLK 68, KETCHUM TOWNSITE  
WITHIN S13, T.4N., R.17E., B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO  
PREPARED FOR MMDM12 LLC.

Alpine Enterprises Inc.  
Surveying, Mapping, Civil Engineering,  
and Natural Hazards Consulting  
660 Bell Dr., Unit 1 83340 USA  
(208) 727-1888  
email: bamt@alpineenterprisesinc.com

PROFESSIONAL ENGINEER  
19075  
21APR23  
STATE OF IDAHO  
ALEX NELSON

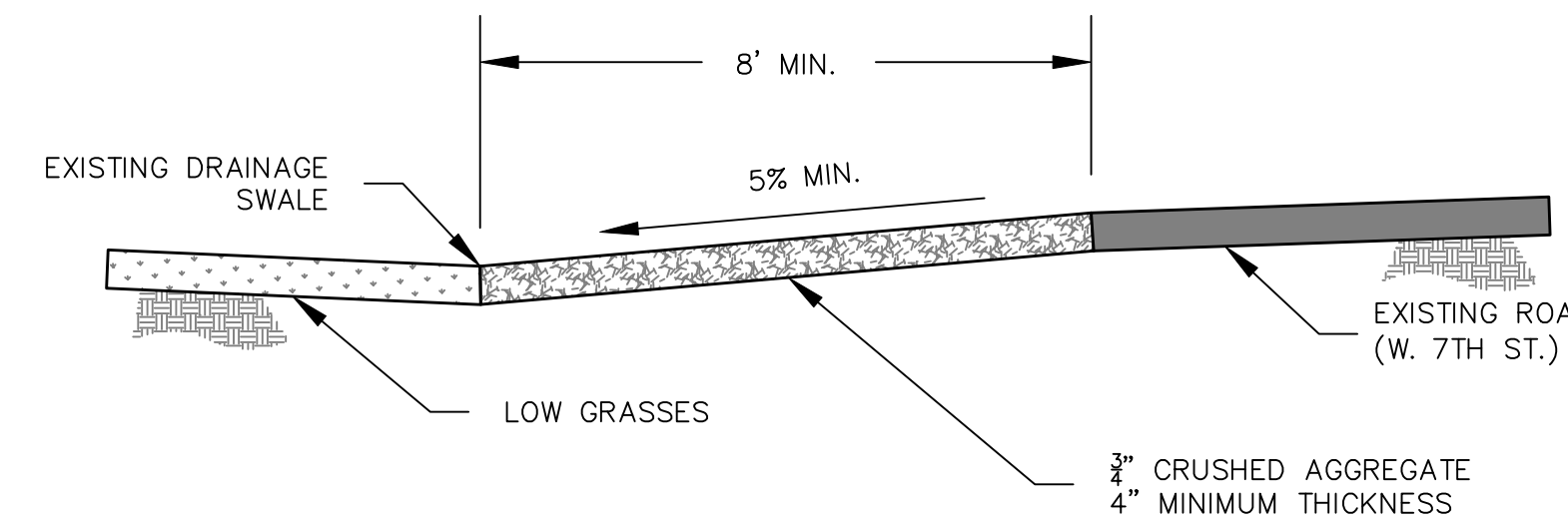
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|---------------------------|----|---------|-----|
| BUILDING PERMIT SUBMITTAL | 1  | 24AUG22 | AHN |
| REVISED                   | 2  | 08NOV22 | AHN |
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| REVISED                   | 4  | 21APR23 | AHN |

**C.3**



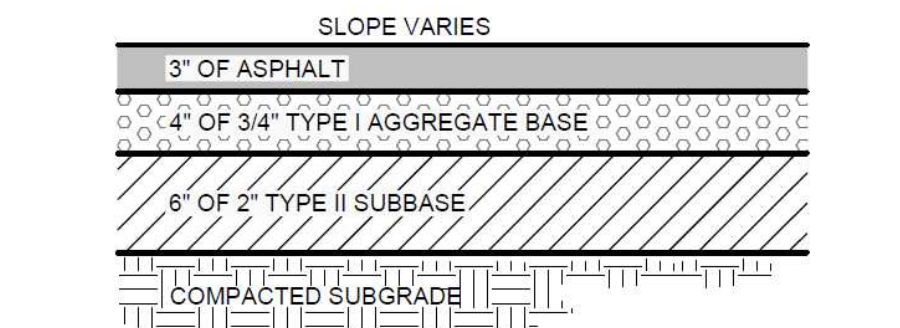
NOTE: COMPACT ROAD SUBGRADE AND ALL STRUCTURAL FILL MATERIAL TO AT LEAST 95% OF THE MAXIMUM DENSITY OF EACH MATERIAL ACCORDING TO STANDARD PROCTOR ASTM D-698.

1 TYPICAL ALLEY SECTION  
NOT TO SCALE

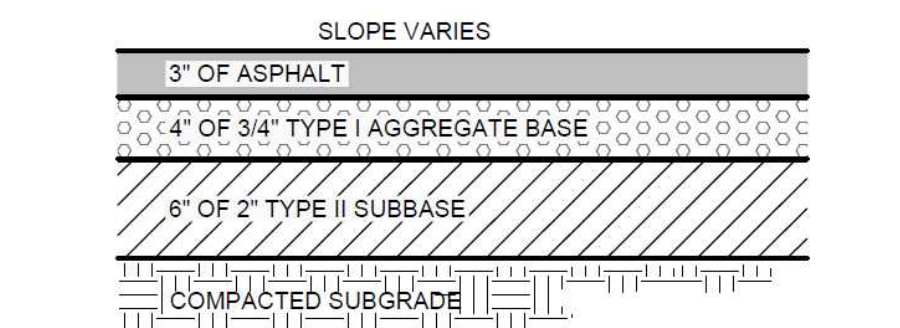


2 CROSS-SECTION: ROADSIDE SWALE  
R.O.W. WEST SEVENTH STREET  
NOT TO SCALE

- NOTES**
- A) Material shall be pervious/permeable to allow drainage.
  - B) Surface must allow for vehicle parking and be consistent along the entire property frontage.
  - C) Material within the first eight (8) feet from edge of asphalt (Street) shall be distinct from driveway and rest of property in order to visually appear available for parking.
  - D) Grading and drainage improvements as required by City Engineer - Minimum 5% slope.
  - E) No obstructions, such as boulders or berms.
  - F) No buried irrigation systems within the first eight (8) feet the edge of asphalt (Street). Surface irrigation lines are permitted beyond the first eight (8) feet, however pop-up heads are not permitted anywhere in the ROW.
  - G) No live plant material within the first eight (8) feet from edge of asphalt (Street). Low ground cover plant material, such as turf grass, is permitted beyond the first eight (8) feet. Drought-tolerant species is preferred.
  - H) No snow-melt system.



TYPICAL STREET ASPHALT SECTION

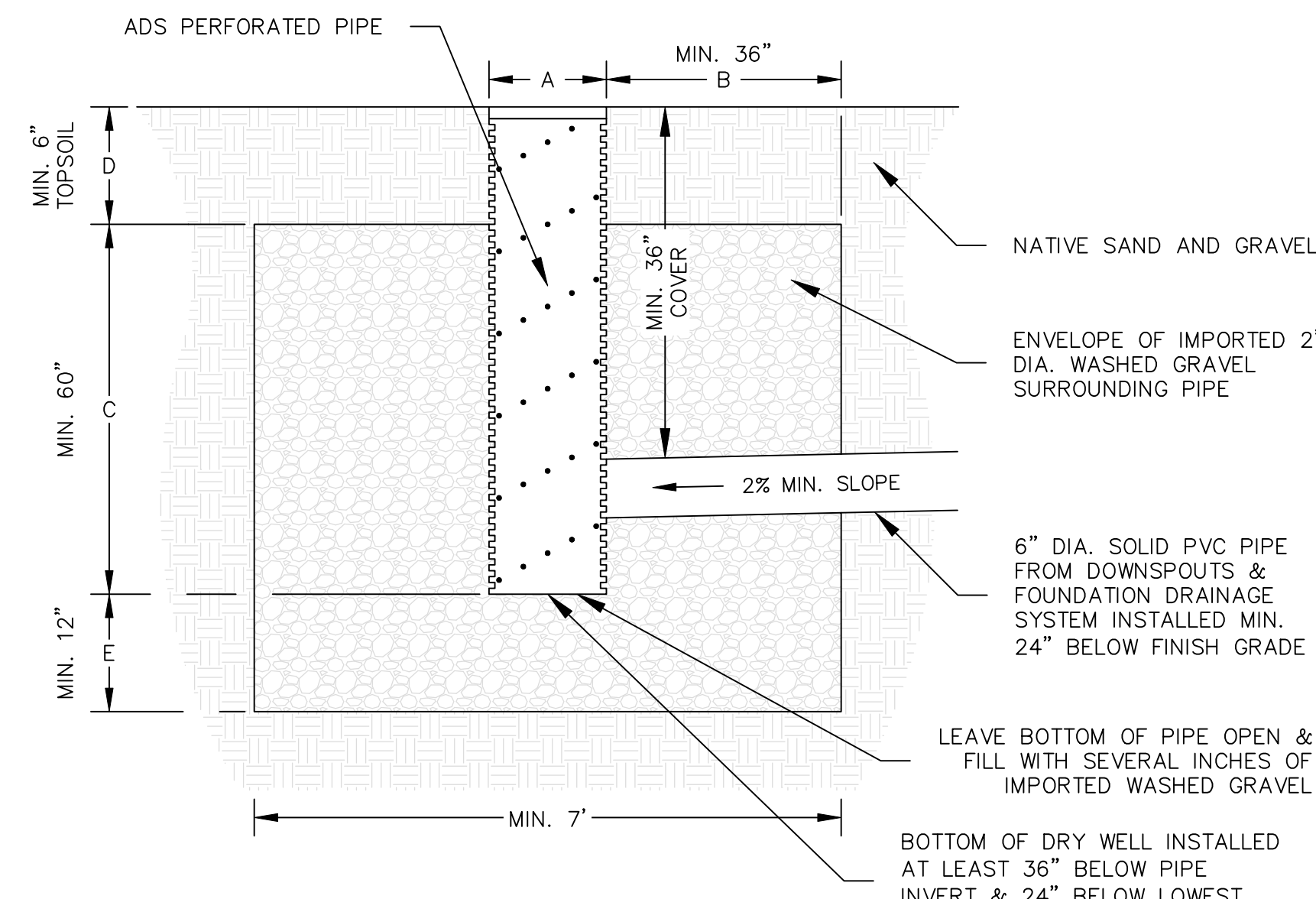


TYPICAL ALLEY ASPHALT SECTION

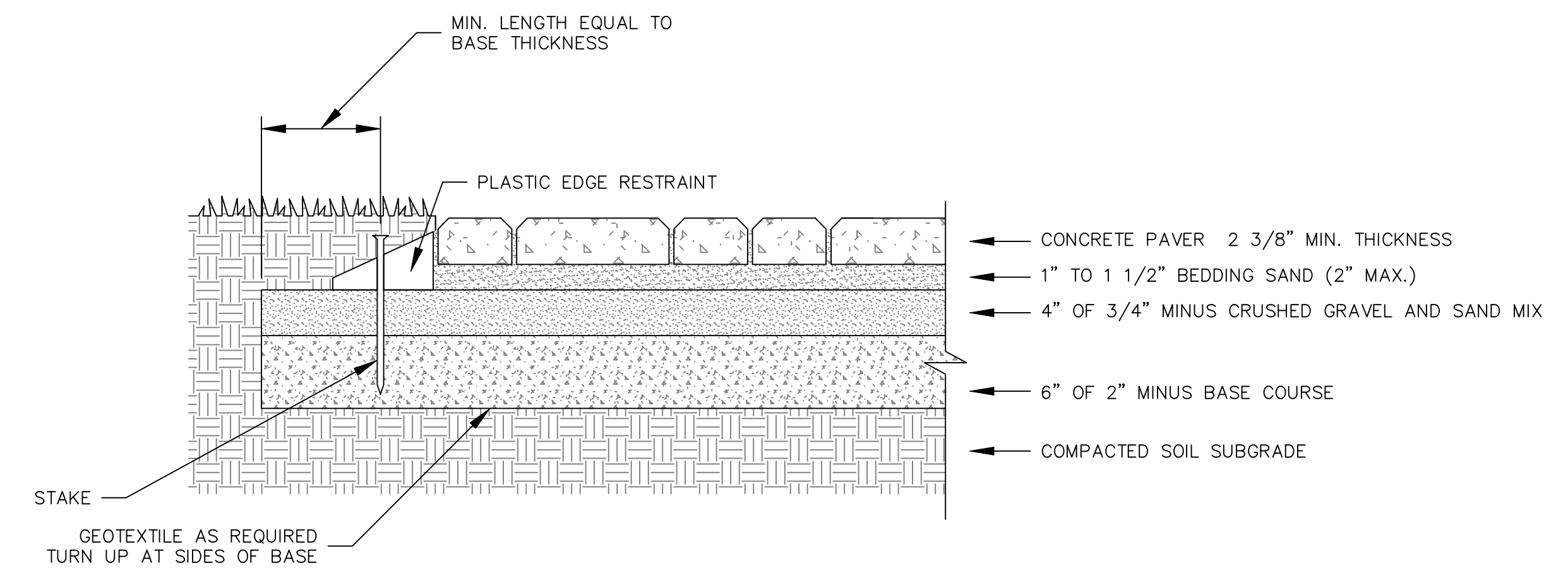
**NOTES:**

1. SUBBASE CAN BE 2" TYPE II OR 3/4" TYPE I CRUSHED AGGREGATE BASE COURSE.
2. MATERIALS SHALL CONFORM WITH CURRENT ISPMC STANDARDS, DIVISION 800 AGGREGATES AND ASPHALT.
3. PAVEMENT SECTION MAY BE MODIFIED IF A PROJECT SPECIFIC GEOTECHNICAL REPORT, STAMPED BY A LICENSED ENGINEER, IS PROVIDED.

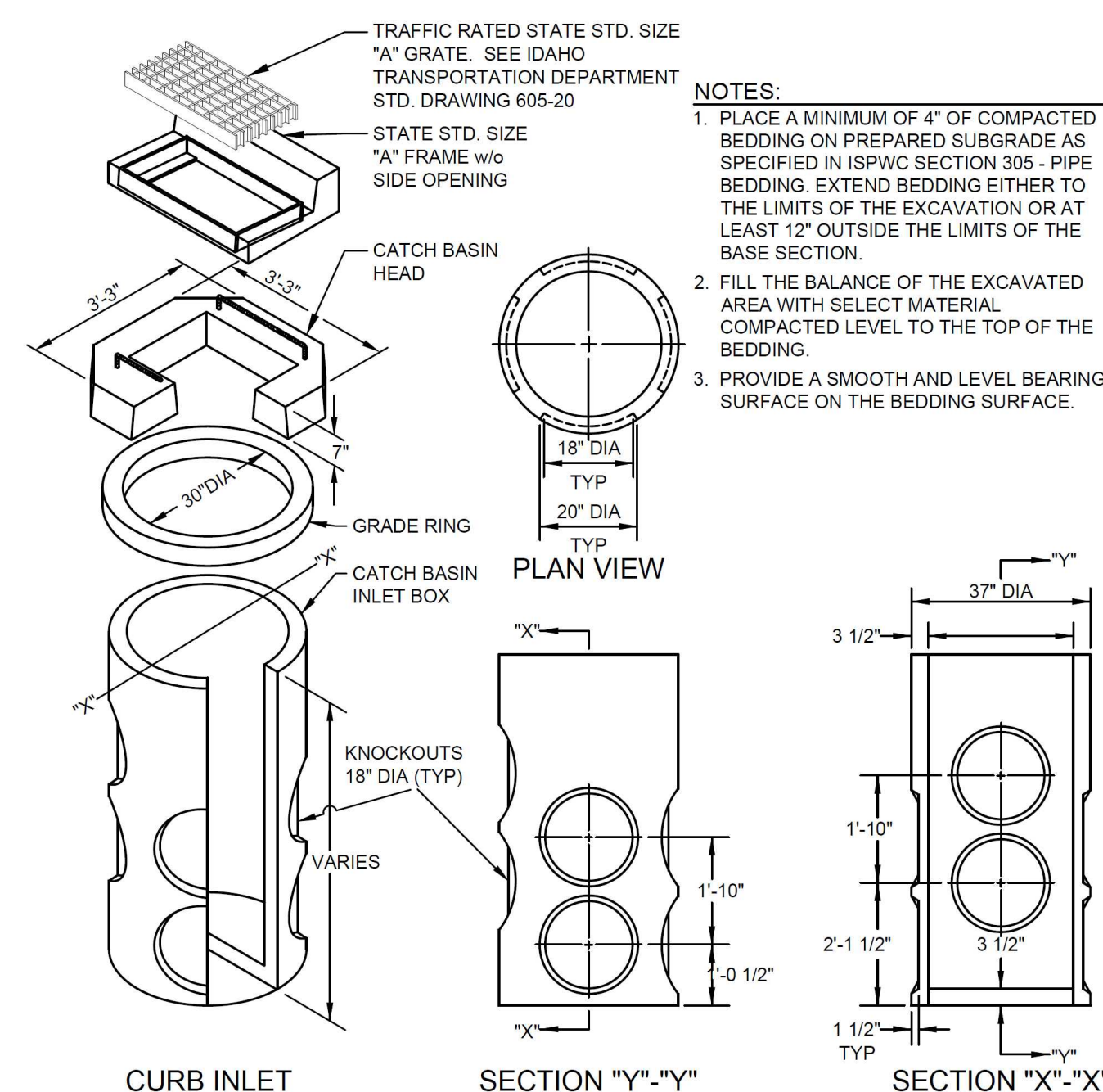
3 TYPICAL ROAD SECTIONS  
CITY OF KETCHUM - SD-3  
NOT TO SCALE



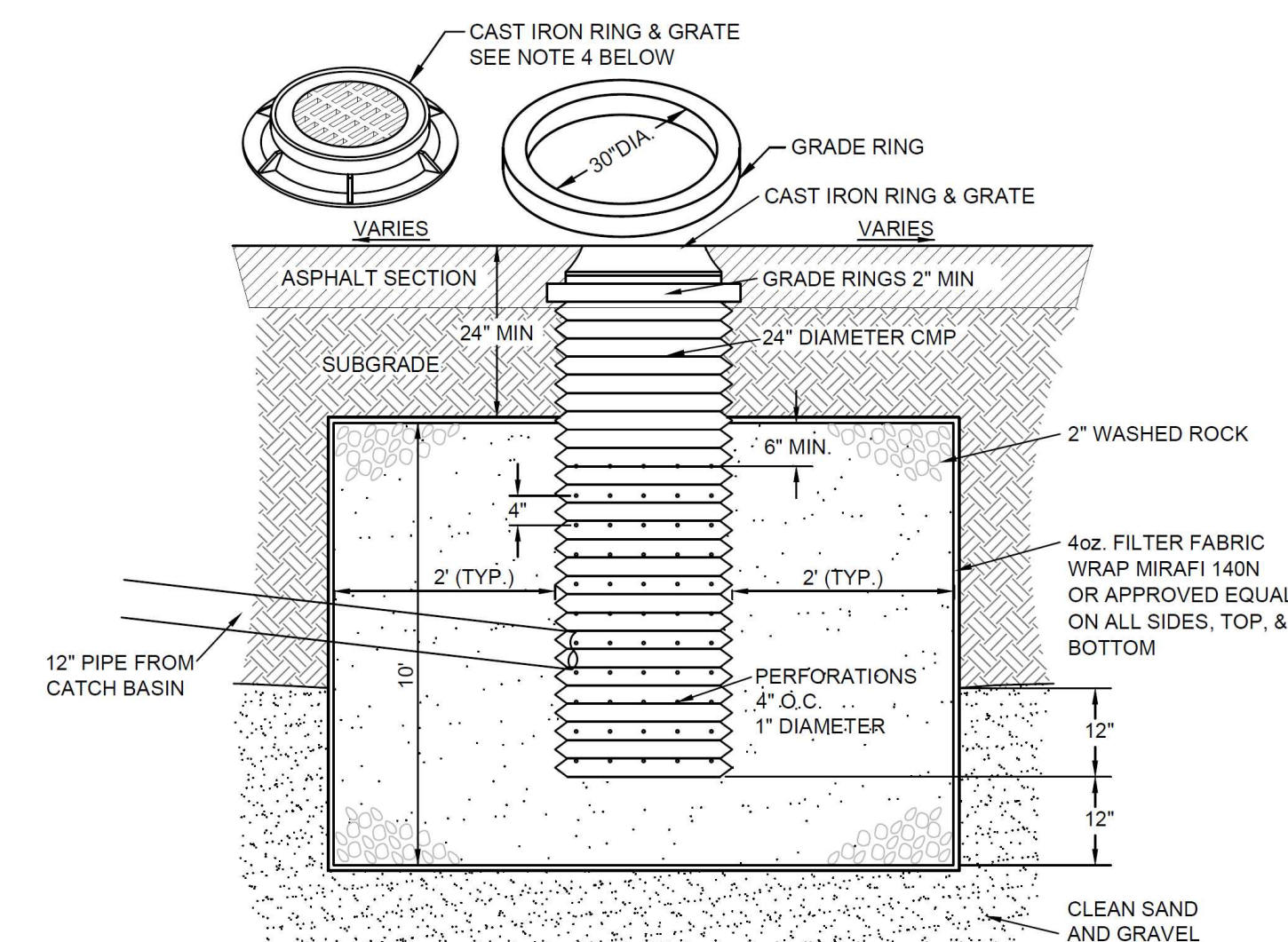
4 LANDSCAPE DRYWELL DETAIL  
NOT TO SCALE



5 PAVER DRIVEWAY DETAIL  
NOT TO SCALE



6 TYPICAL CATCH BASIN  
CITY OF KETCHUM - SD-11  
NOT TO SCALE



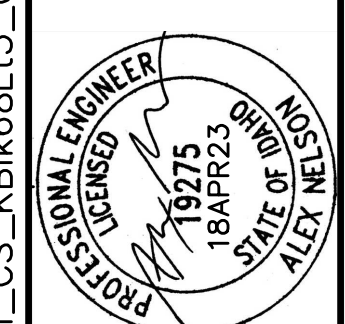
- NOTE:**
1. THE BED SHALL BE EXCAVATED A MINIMUM OF 24" INTO CLEAN SAND AND GRAVEL.
  2. MAXIMUM DEPTH SHALL NOT EXCEED 12 FEET.
  3. IF CLEAN SAND AND GRAVEL IS NOT ENCOUNTERED WITHIN 12 FEET, THE CONTRACTOR SHALL CONTACT THE DESIGN ENGINEER.
  4. GRATE OR SOLID LID AS APPROVED BY CITY OF KETCHUM.

7 TYPICAL DRYWELL  
CITY OF KETCHUM - SD-10  
NOT TO SCALE

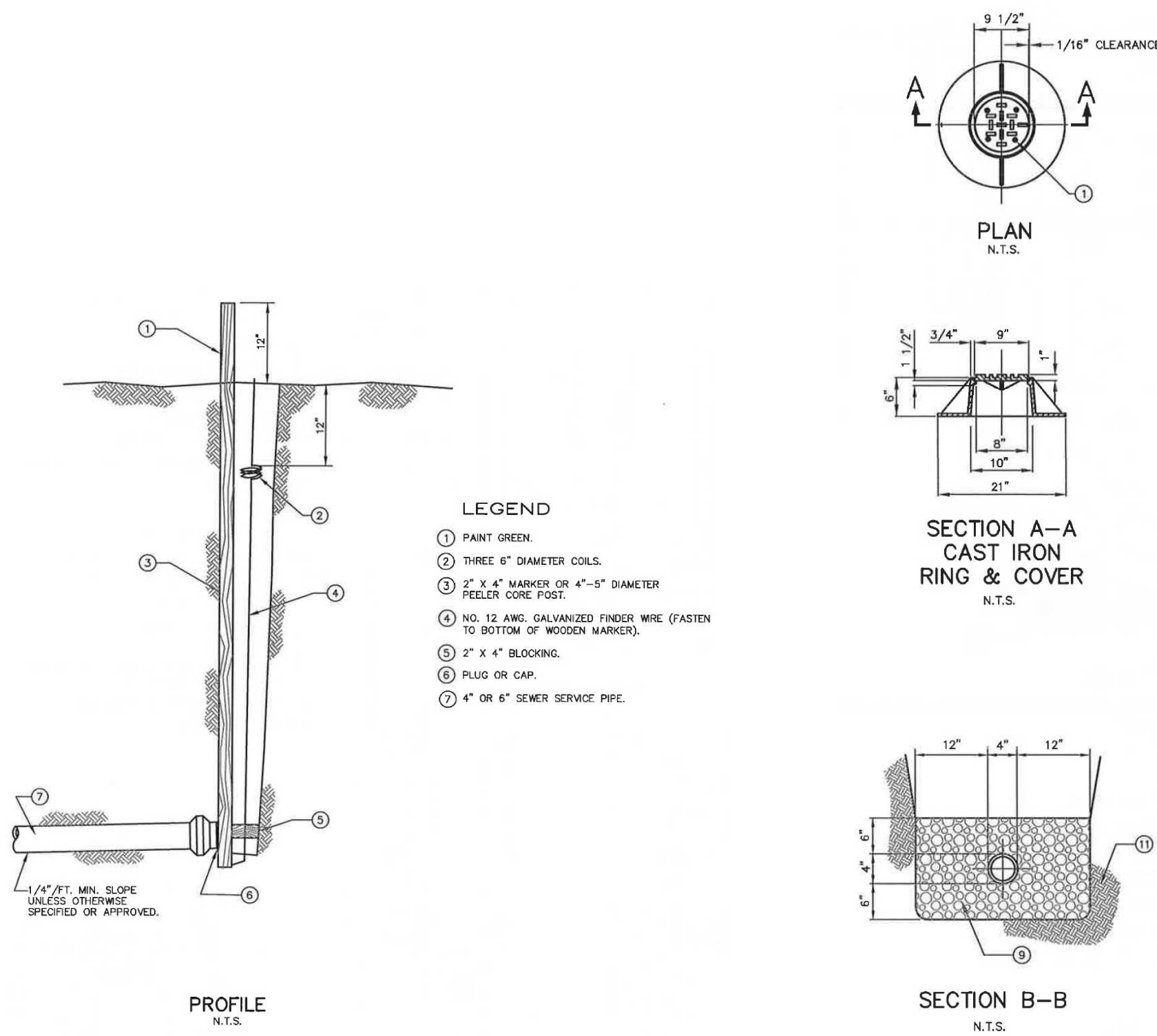
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A DETAILS SHEET FOR  
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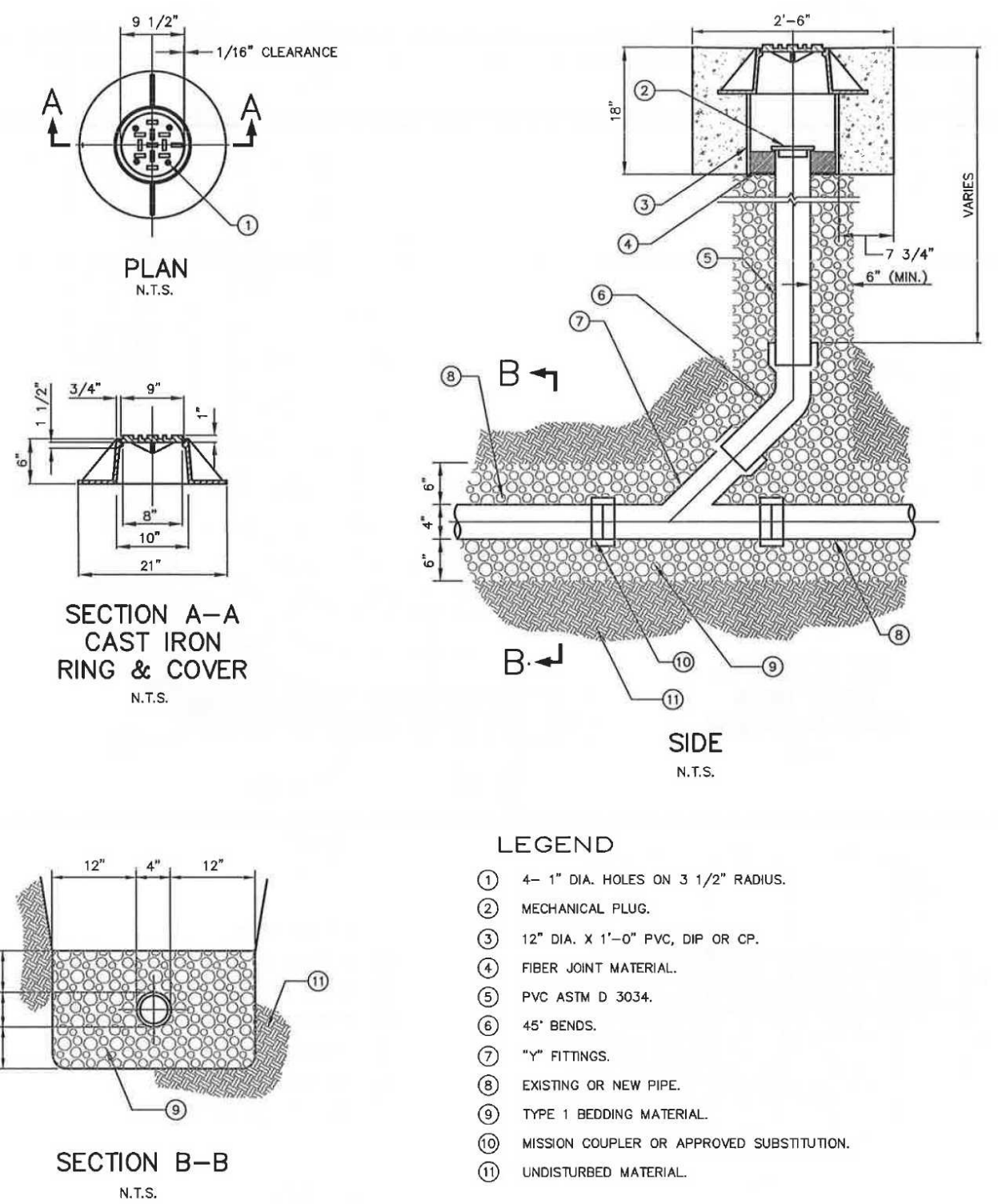
Alpine Enterprises Inc.  
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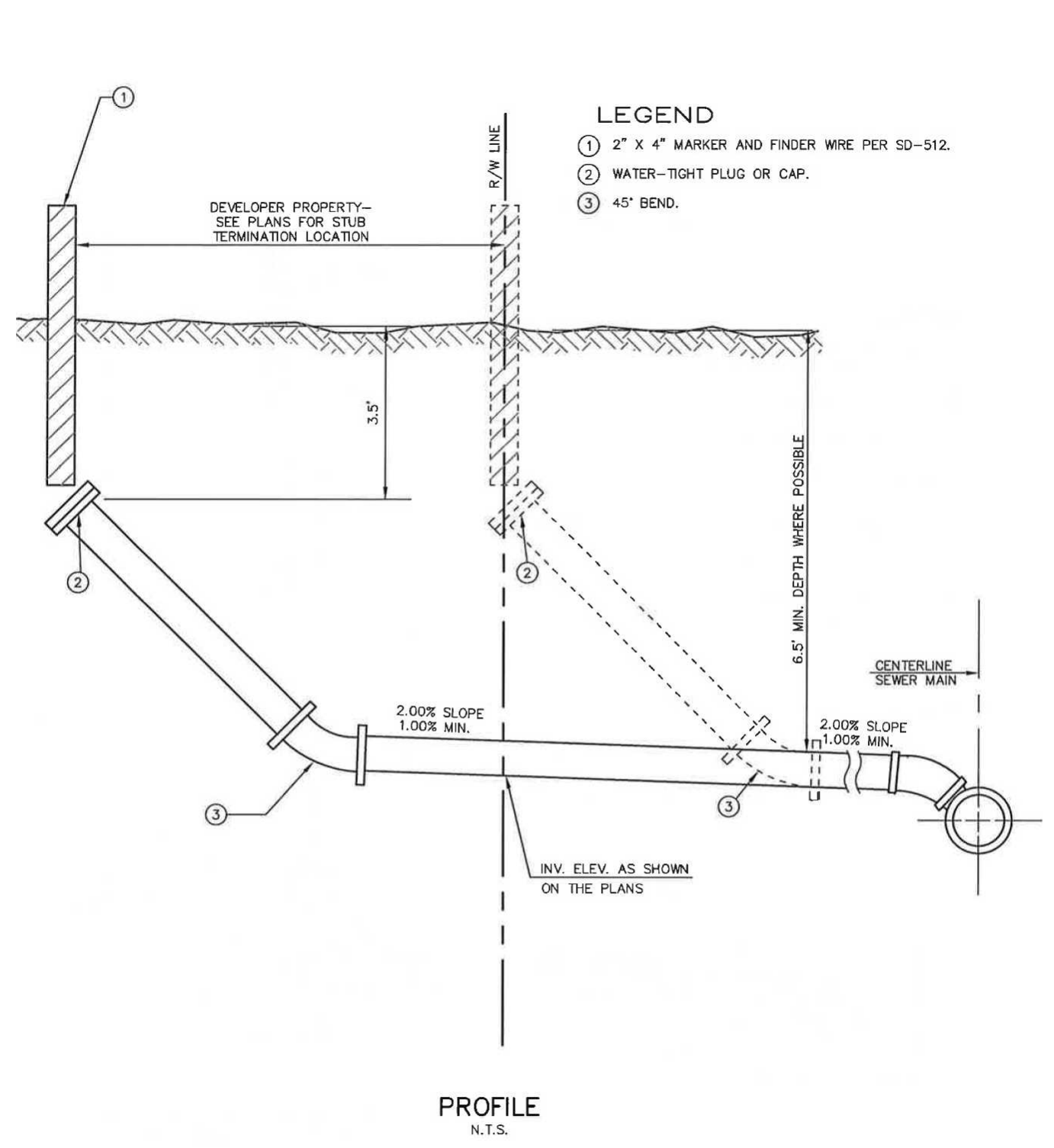
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8 STANDARD SERVICE MARKER  
ISPC - SD-512  
NOT TO SCALE



9 STANDARD 4" TRAFFIC RATED CLEAN-OUT  
ISPC - SD-506A  
NOT TO SCALE



10 STANDARD SEWER SERVICE CONNECTION FOR NEW DEVELOPMENT PROJECTS  
ISPC - SD-511A  
NOT TO SCALE

**Infiltration System Sizing Worksheet**  
Dry Well #1

Onsite Native Soil Infiltration  
Design Infiltration Rate: 0.6 in/hr \*IDEQ Class B-1 Soils

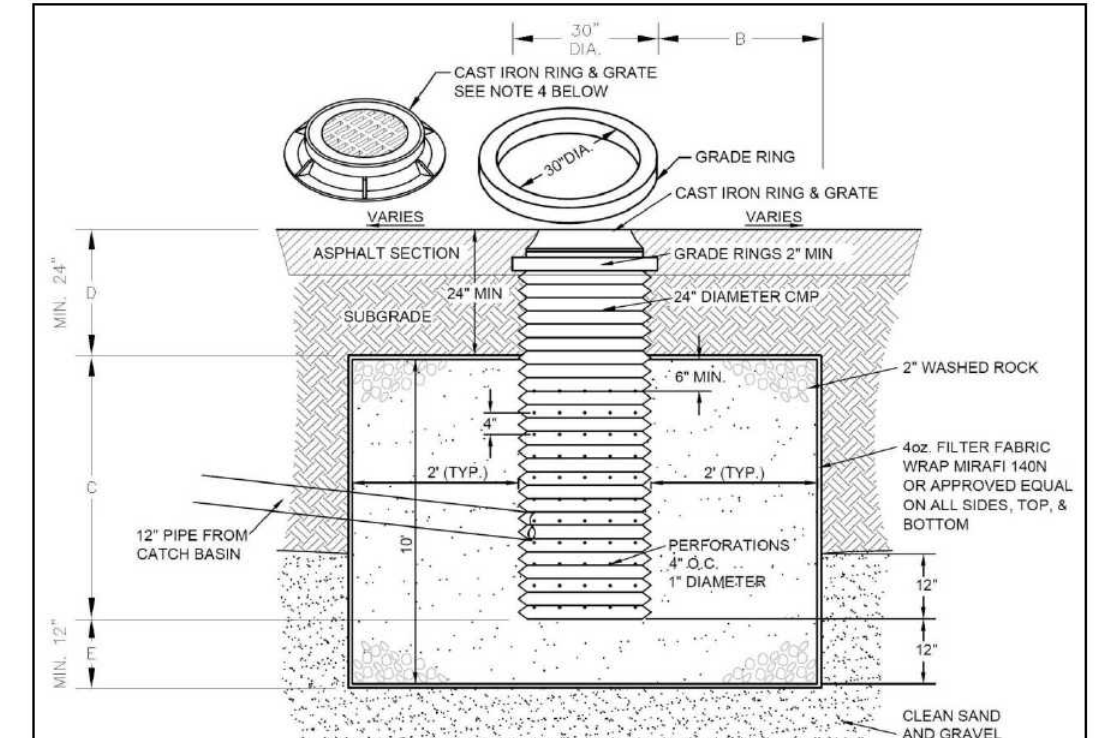
Total Site Infiltration Sizing  
Proposed Impervious Area: 3340 sf  
Proposed Permeable Area: 0.08 ac  
Runoff Coefficient: 0.98  
25-Year Design Runoff: 0.056 cfs  
25-Year, 24-Hour Total Precipitation: 946.3 cf

Assumed T<sub>z</sub>: 15 min  
Intensity (25-yr, 15 min): 0.43 in/15min  
Intensity (25-yr, 1 hr): 0.75 in/hr  
Total Precipitation (25-yr, 24 hr): 3.4 in/24hr

Dry Well Structure Dimensions

|                         |            |
|-------------------------|------------|
| Dry Well Rim Elevation: | 5789.05 ft |
| Drain Rock Void Ratio:  | 0.4        |
| Dry Well Dimension A:   | 30 in      |
| Dry Well Dimension B:   | 30 in      |
| Dry Well Dimension C:   | 9 ft       |
| Dry Well Dimension D:   | 2 ft       |
| Dry Well Dimension E:   | 1 ft       |

Dry Well Dimension A: 2.5 ft  
Dry Well Dimension B: 2.5 ft  
Pipe Area: 4.91 sf  
Bottom Wetted Area: 44.18 sf  
Top of Drain Rock Elevation: 5787.05 ft  
Bottom of Drain Rock Elevation: 5777.05 ft

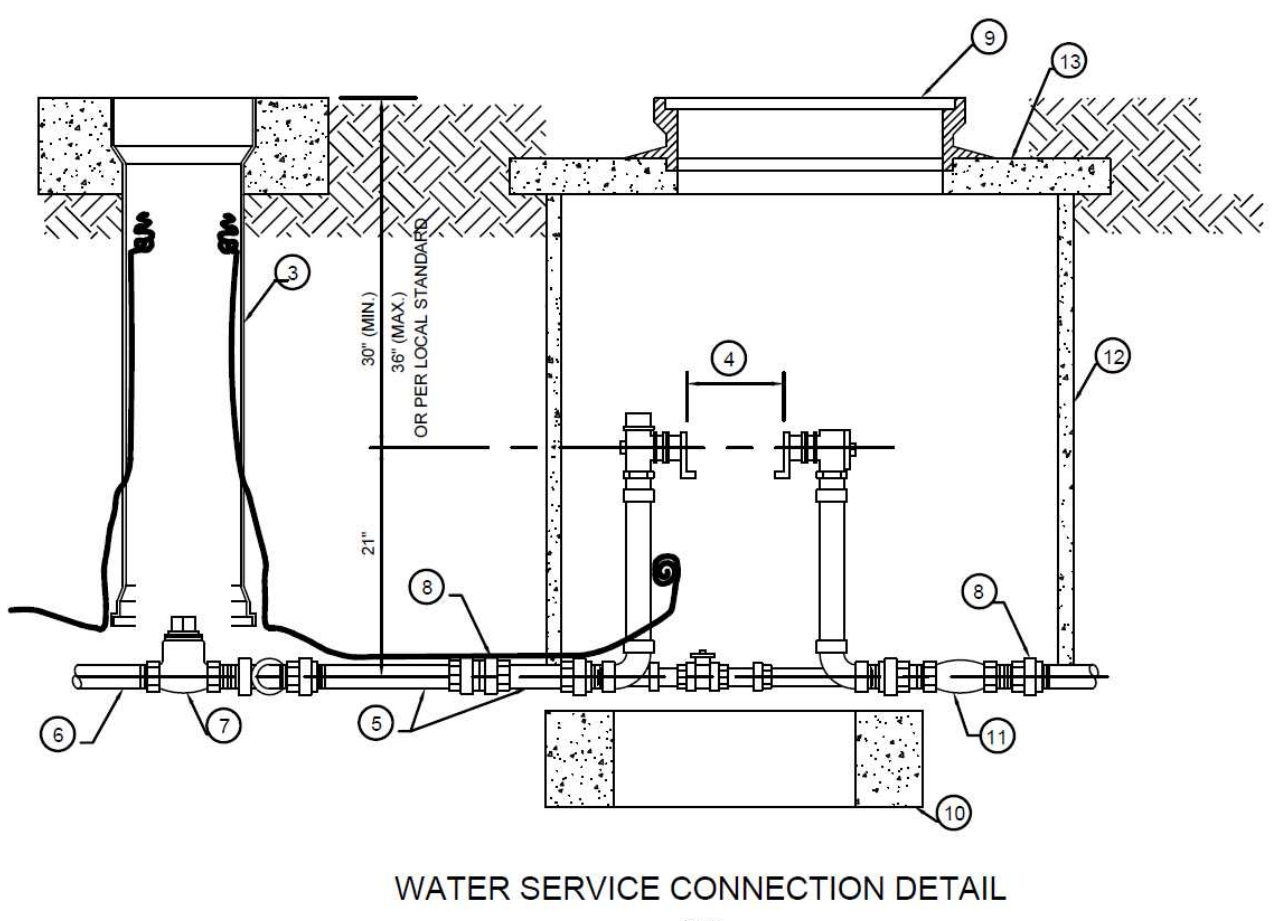


NOTE:  
1. THE BED SHALL BE EXCAVATED A MINIMUM OF 24\"/>

**Drywell Storage & Infiltration-Discharge Calculations**

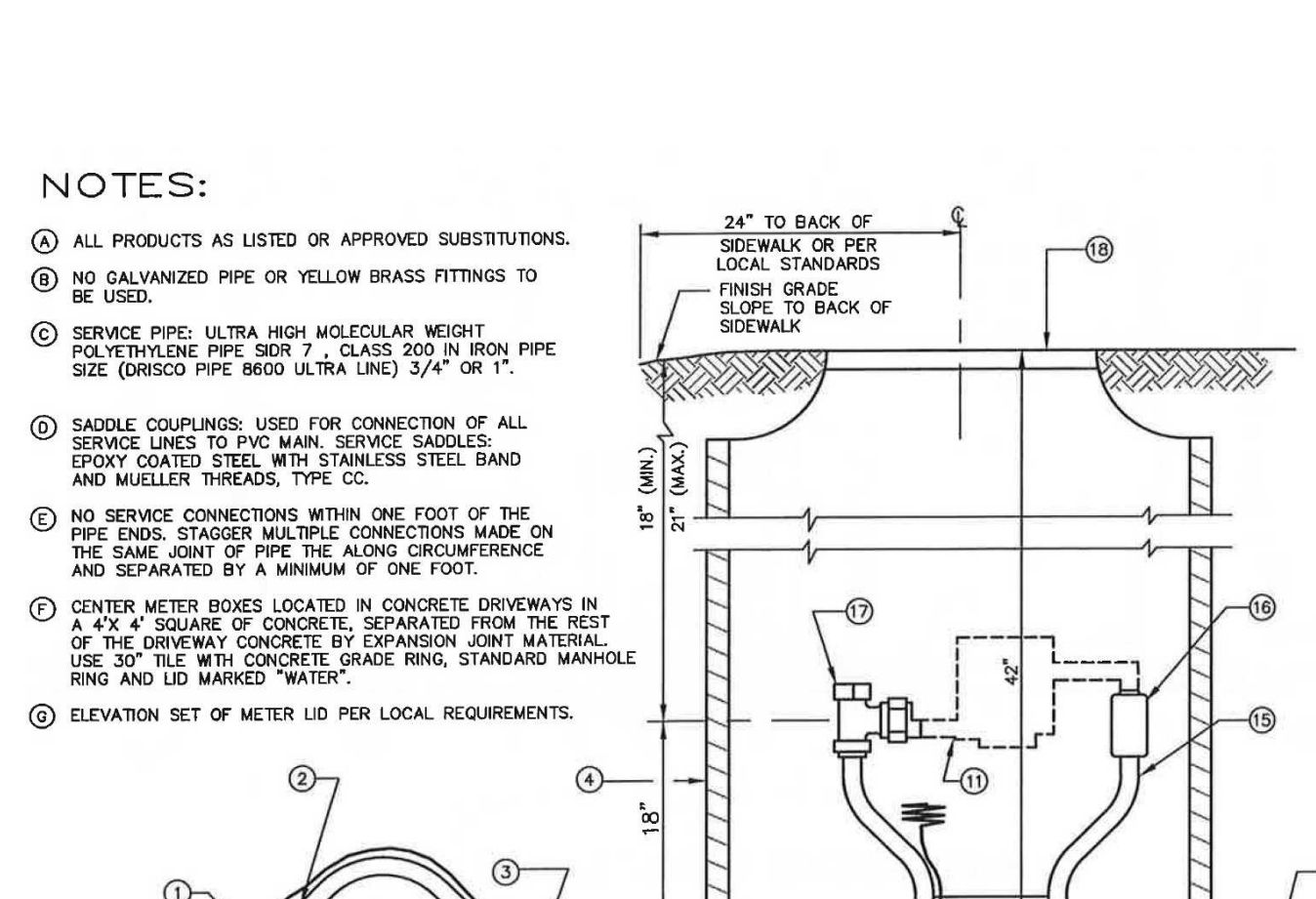
| Drywell Total Depth [C+D+E] | Bottom of Drain Rock Elevation | Top of Drain Rock Elevation | Bottom of Drain Rock Elevation | Storage in Drain Pipe | Storage in Drain Rock | Total Storage | Bottom Wetted Area | Side Wetted Area | Total Wetted Area | Drywell Infiltration Flow Rate | 24 Hour Total Infiltration | 48 Hour Total Infiltration | 24 Hour Total Infiltration + Total Storage | 48 Hour Total Infiltration + Total Storage |
|-----------------------------|--------------------------------|-----------------------------|--------------------------------|-----------------------|-----------------------|---------------|--------------------|------------------|-------------------|--------------------------------|----------------------------|----------------------------|--------------------------------------------|--------------------------------------------|
| (ft)                        | (ft)                           | (ft)                        | (ft)                           | (cf)                  | (cf)                  | (cf)          | (sf)               | (sf)             | (sf)              | (cfs)                          | (cf)                       | (cf)                       | (cf)                                       | (cf)                                       |
| 3.00                        | 5787.05                        | 5787.05                     | 5786.05                        | 9.82                  | 17.67                 | 27.49         | 44.2               | 44.2             | 88.4              | 0.001                          | 106.029                    | 212.058                    | 133.518                                    | 161.007                                    |
| 4.00                        | 5786.05                        | 5787.05                     | 5785.05                        | 14.73                 | 33.38                 | 48.11         | 44.2               | 88.4             | 132.5             | 0.002                          | 159.043                    | 318.086                    | 207.149                                    | 255.254                                    |
| 5.00                        | 5785.05                        | 5787.05                     | 5784.05                        | 19.63                 | 49.09                 | 68.72         | 44.2               | 132.5            | 176.7             | 0.002                          | 212.058                    | 424.115                    | 280.780                                    | 349.502                                    |
| 6.00                        | 5784.05                        | 5787.05                     | 5783.05                        | 24.54                 | 64.80                 | 89.34         | 44.2               | 176.7            | 220.9             | 0.003                          | 265.072                    | 530.144                    | 354.411                                    | 443.750                                    |
| 7.00                        | 5783.05                        | 5787.05                     | 5782.05                        | 29.45                 | 80.50                 | 109.96        | 44.2               | 220.9            | 265.1             | 0.004                          | 318.086                    | 636.173                    | 428.042                                    | 537.998                                    |
| 8.00                        | 5782.05                        | 5787.05                     | 5781.05                        | 34.36                 | 96.21                 | 130.57        | 44.2               | 265.1            | 309.3             | 0.004                          | 371.101                    | 742.201                    | 501.673                                    | 632.246                                    |
| 9.00                        | 5781.05                        | 5787.05                     | 5780.05                        | 39.27                 | 111.92                | 151.19        | 44.2               | 309.3            | 353.4             | 0.005                          | 424.115                    | 848.230                    | 575.304                                    | 726.493                                    |
| 10.00                       | 5780.05                        | 5787.05                     | 5779.05                        | 44.18                 | 127.63                | 171.81        | 44.2               | 353.4            | 397.6             | 0.006                          | 477.129                    | 954.259                    | 648.935                                    | 820.741                                    |
| 11.00                       | 5779.05                        | 5787.05                     | 5778.05                        | 49.09                 | 143.34                | 192.42        | 44.2               | 397.6            | 441.8             | 0.006                          | 530.144                    | 1060.288                   | 722.566                                    | 914.989                                    |
| 12.00                       | 5778.05                        | 5787.05                     | 5777.05                        | 54.00                 | 159.04                | 213.04        | 44.2               | 441.8            | 486.0             | 0.007                          | 583.158                    | 1166.316                   | 796.197                                    | 1009.237                                   |
| 13.00                       | 5777.05                        | 5787.05                     | 5776.05                        | 58.90                 | 174.75                | 233.66        | 44.2               | 486.0            | 530.1             | 0.007                          | 636.173                    | 1272.345                   | 869.828                                    | 1103.484                                   |
| 14.00                       | 5776.05                        | 5787.05                     | 5775.05                        | 63.81                 | 190.46                | 254.27        | 44.2               | 530.1            | 574.3             | 0.008                          | 689.187                    | 1378.374                   | 943.460                                    | 1197.732                                   |
| 15.00                       | 5775.05                        | 5787.05                     | 5774.05                        | 68.72                 | 206.17                | 274.89        | 44.2               | 574.3            | 618.5             | 0.009                          | 742.201                    | 1484.403                   | 1017.091                                   | 1291.980                                   |

11 DRYWELL SIZING WORKSHEET



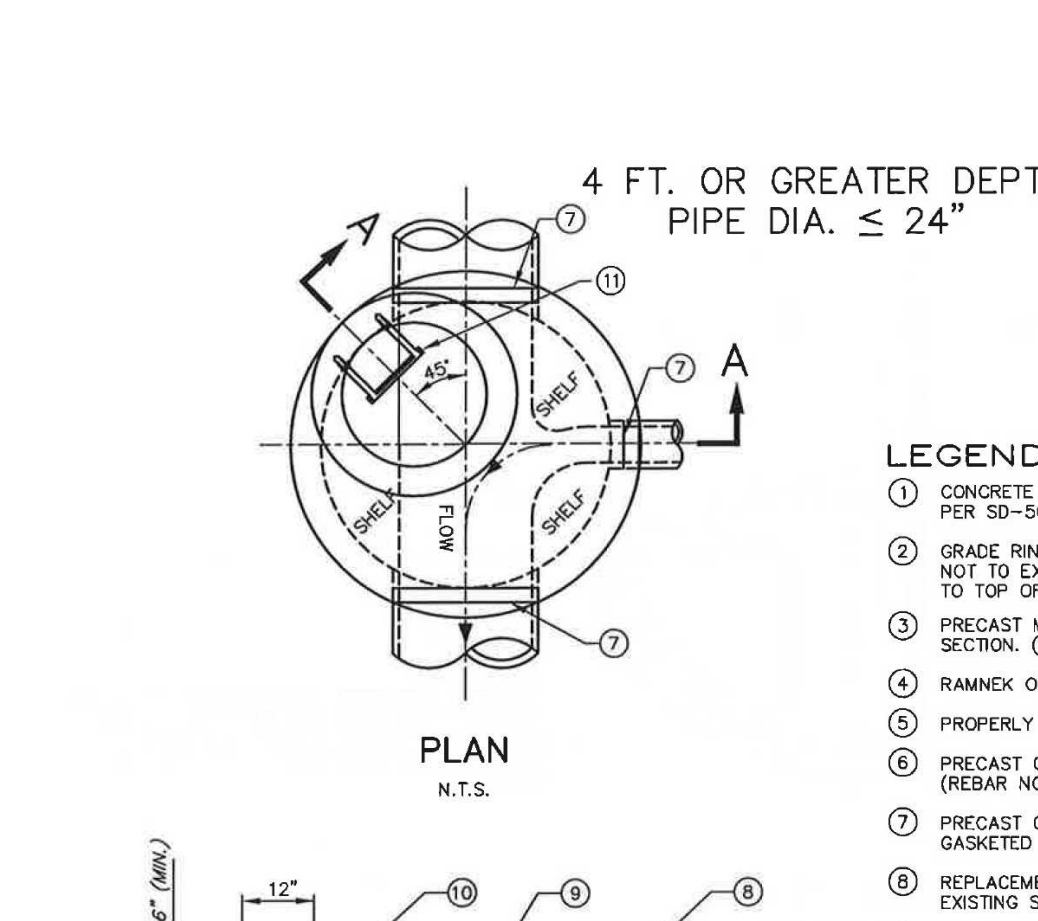
NOTES:  
1. WATER MAIN PER ISPC SECTION 401.  
2. MIP X PAC CORP STOPS: 200 PSI POLY PIPE WITH INSERTS FOR SERVICE LINES FROM MAIN TO CURB STOPS AND INTO METER VAULT.  
3. VALVE BOX.  
4. 1-1/2\"/>

12 WATER SERVICE CONNECTION (1-1/2\"/>



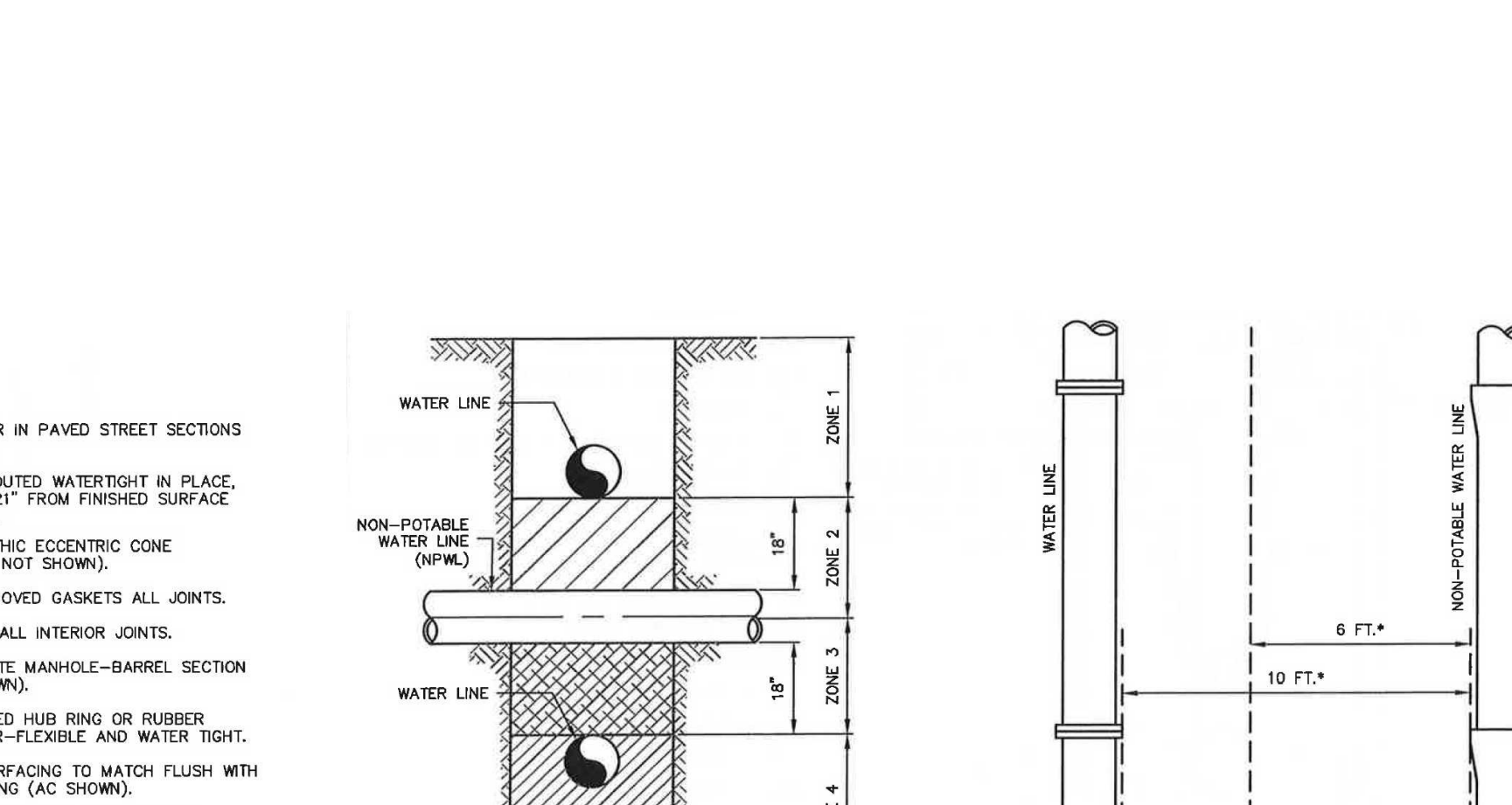
NOTES:  
1. FORD FB-1101 OR MUELLER BALL CORPORATION STOP 3/4\"/>

13 WATER SERVICE CONNECTION (3/4\"/>



LEGEND:  
1. CONCRETE COLLAR IN PAVED STREET SECTIONS PER SD-508.  
2. GRADE RINGS GROUTED WATER TIGHT IN PLACE, NOT TO EXCEED 2\"/>

14 STANDARD MANHOLE TYPE-A  
ISPC - SD-501  
NOT TO SCALE



LEGEND:  
1. OPTIONAL PREFABRICATED MANHOLE BASE WITH APPROVED PIPE CONNECTIONS MAY BE USED WITH ENGINEERS APPROVAL. SEE SD-501A.  
2. PLACE VERTICAL WALL ON UPSTREAM SIDE OF MANHOLE, ROTATED 45 DEGREES.  
3. FOR DIAMETER, D, GREATER THAN 24\", SEE SD-502 OR SD-503.  
4. MANHOLE FRAME AND COVER:  
A. REFER TO DRAWING NO. SD-507.  
B. FRAME AND COVER SHALL BE FLUSH WITH SLOPE OF PAVEMENT.  
5. WHERE PVC PIPE IS UTILIZED, INSTALL A RUBBER RING OR GASKET COLLAR WHERE THE PIPE IS IN CONTACT WITH MANHOLE BASE AND/OR MANHOLE CHANNEL, IN ORDER TO INSURE A WATER TIGHT SEAL.  
6. EITHER BASE ON SD-501 OR SD-501A MAY BE USED WITH ANY MANHOLE DESIGN.  
7. PROVIDE MANHOLE CONCRETE REINFORCING TO ACCOMMODATE TRAFFIC LOADINGS.

15 POTABLE AND NON-POTABLE WATER LINE (NPWL) SEPERATION  
ISPC - SD-407  
NOT TO SCALE

**Recording Requested By and  
When Recorded Return to:**

City of Ketchum  
P.O. Box 2315  
191 5<sup>th</sup> Street West  
Ketchum, ID 83340

---

For Recording Purposes Do  
Not Write Above This Line

**GRANT OF LICENSE AND ALLEY MAINTENANCE AGREEMENT 22874**

This maintenance agreement ("Agreement") is made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, 2023, the ("Effective Date") by and between the CITY OF KETCHUM, and Idaho municipal corporation ("the City"), who is the owner of the public lands as more specifically delineated on Exhibit "A" (hereinafter "Alley") attached hereto, and MMDM12 LLC, who is the owner of that certain parcel of real property referred to Lot 3, Block 68, Ketchum Townsite (herein "Owner") as more specifically delineated on Exhibit A attached hereto and referred to as "Subject Property".

1. **Grant of License** - The City hereby grants to Owner and its agents, employees, contractors, subcontractors, (collectively "Agents"), subject to the conditions and covenants set forth in this Agreement as of the date this Agreement is signed by all parties, (hereinafter the "Commencement Date"), a revocable license over and right of entry on and use of the Alley for the purposes of vehicular and pedestrian ingress, egress and access to the Subject Property, including installation of pavement, and for the maintenance, snow removal and repair of the Alley on that portion identified in Exhibit B. The portion of the Alley identified in Exhibit B shall always be open and available to the public and the City shall have exclusive authority with respect to all parking restrictions and enforcement.
2. **License Revocable** - This Agreement and the rights to use the Alley granted hereunder are revocable. City Shall provide Owner with 60 days notice if the Agreement is to be terminated. Owner understands and agrees that by entering into this Agreement Owner obtains no claim or interest in said City property which is adverse to that of the City, that Owner obtains no exclusive right to said City property nor any other right to use the City property not specifically described herein.
3. **Prior Rights** - This grant is made subject to and subordinate to the prior and continuing rights and obligations of the City, its successors and assigns, and the general public, to use the Alley in the performance of its municipal operations; provided, however, that such use shall not materially interfere with the use of the Alley by the Owner for the

Permitted Use. This Agreement is subject to all licenses, leases, easements, restrictions, conditions, covenants, encumbrances, liens and claims of title which may affect the Alley as of the Effective Date, and the word "grant" shall not be construed as a covenant against the existence of any of the foregoing.

4. **Term** - The term of the Agreement shall commence on the Commencement Date and shall be in effect until the City provides notice the Agreement is terminated.
5. **Permits, Licenses and Approvals** - As a condition to Owner's right to use the Alley for the Permitted Use, Owner shall obtain any required permits, licenses and approvals from the City and any other governmental agencies having jurisdiction over Owner's use of the Alley. Ownershall maintain such permits, licenses, ordinances and approvals in force throughout the term of this Agreement. Owner shall be solely responsible for any and all fees, charges, or other expenses that may be imposed by any regulatory agencies in connection with Owner's use or enjoyment of the Alley.
6. **Condition of Property** - The City makes no warranty or representation of any kind concerning the condition of the Alley or the fitness of the Alley for the Permitted Use, and hereby disclaims any personal knowledge with respect thereto, it being expressly understood by the parties hereto that Owner has personally inspected the Alley, knows its condition and accepts it as is.
7. **Alterations. Repair and Maintenance**
  - a) Owner agrees, at its sole cost and expense to pave the portion of the Alley identified in Exhibit A to the satisfaction of the City. Owner has submitted a paving and improvement plan, included as Exhibit "B", to the City for review and City has approved said plan. All improvements shall be constructed per the approved plan included as Exhibit B.
  - b) Owner agrees, at its sole cost and expense, to keep the portion of Alley in Exhibit B in reasonably safe, clean and sightly condition, reasonably free from waste and snow to the reasonable satisfaction of the City. Owner agrees, at its sole cost and expense, to perform snow removal for the full length of the Alley at a width of 20 feet and to place all removed snow in snow storage areas as designated by the City. Owner shall perform all repairs and maintenance to the Alley.
  - c) The Owner shall perform maintenance and snow removal in accordance with this Agreement. The City shall not be responsible for maintenance, repairs and snow removal in the Alley. If Owner fails to keep the Alley in the condition required under this Section 7, then the City may, after ten (10) days written notice to Owner and a five (5) day opportunity to cure said problem, perform the necessary work at the expense of Owner, which expense Owner agrees to pay to the City upon written demand.

- d) All alterations, maintenance and repairs by Owner upon the Alley shall be performed in a good manner reasonably satisfactory to the City.
- e) Any open holes shall be satisfactorily covered at all times when Owner's Agents are not physically working in the vicinity of such holes. Upon completion of work, all such holes shall be filled in to meet the surrounding ground level and the Alley shall be left in a neat and safe condition reasonably satisfactory to the City.
- f) Owner shall not suffer any mechanic's or materialman's liens of any kind to be enforced against the Alley for any work done or materials furnished at Owner's request. If any such liens are filed, Owner shall bond or remove them within sixty (60) days of learning of the same, at Owner's expense, and shall pay any judgment which may be entered in connection therewith.
- g) Should Owner fail, neglect or refuse to do so, the City, after giving Owner twenty (20) business days written notice, shall have the right to pay any amount required to release any such liens or to defend any action brought and to pay any judgment entered. Owner shall be liable to the City for all costs, damages, reasonable attorney's fees and any amounts expended in defending any proceedings or in payment of any of said liens or judgment. The City may post and maintain upon the property notices of non-responsibility as provided by applicable law.

8. **Permitted Uses and Restriction on Use** – The Owner may use the alley for the purposes of vehicular and pedestrian ingress, egress and access to the Subject Property, including installation of pavement, and for the maintenance, snow removal and repair of the Alley. The Alley shall be open and available to the public at all times and the City shall have exclusive authority with respect to all parking restrictions and enforcement. Owner agrees not to conduct any activities on or about the Alley that constitute waste or nuisance or any activities which constitute a continuing or repeated and unreasonable annoyance of which the City is notified by the owners or occupants of neighboring property or other members of the public.

9. **Indemnification**- In consideration of City allowing Owner to construct and maintain the Improvements on City property, Owner agrees to indemnify and hold harmless City from and against any and all claims of liability for any injury or damage to any person or property arising from the Improvements constructed, installed and maintained on City property. Owner shall further indemnify and hold City harmless from and against any and all claims arising from any breach or default in the performance of any obligation on Owner's part to be performed under this Agreement, or arising from any negligence of Owner or Owner's agents, contractors or employees and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such action or proceeding brought thereon. In the event any action or proceeding is brought against City by reason of such claim, Owner, upon notice from City, shall defend City at Owner's expense by counsel satisfactory to City.



Owner, as a material part of the consideration to City, hereby assumes all risk of damages to property or injury to persons in, upon or about the Improvements constructed, installed and maintained on City property arising from the construction, installation and maintenance of said Improvements and Owner hereby waives all claims in respect thereof against City.

10. **Compliance with Laws** - The Permitted Use of the Alley shall conform to all applicable zoning laws and regulations. Owner shall comply, at Owner's expense with all applicable laws, regulations, rules and orders with respect to the use of the Alley, regardless of when they become or became effective, including, without limitation, those relating to construction, grading, signage, health, safety, noise, environmental protection, hazardous materials, waste disposal and water and air quality, and shall furnish reasonably satisfactory evidence of such compliance upon the written request of the City.
11. **Notices**-All notices required or permitted to be given under this Agreement shall be in writing and mailed postage prepaid by certified or registered mail, return receipt requested, or by personal delivery or by overnight courier, to the appropriate address indicated below or at such other place or places as either party may from time to time designate in written notice given to the other. Notices shall be deemed sufficiently served four days after the date of mailing or upon personal delivery.

The City:

City of Ketchum  
Post Office Box 2315  
Ketchum, Idaho 83340

To Owner:

MMDM12 LLC  
Post Office Box 2028  
Ketchum, Idaho 83340

12. **Assignment** - Owner shall have the right to assign and transfer this Agreement to any party who purchases one hundred (100%) of the Subject Property, upon receiving the written consent of the City, which consent to assign shall not be unreasonably withheld or delayed. The City and any subsequent assignee may not consent to subsequent modifications to this License with assignees, sublessors or successors of Owner without notifying Owner and obtaining Owner's consent thereto.
13. **No Waiver**- No waiver of any default or breach of any covenant of this Agreement by either party shall be implied from any omission by either party to take action on account of such default other than the default specified in the waiver, and then the waiver shall be operative only for the time and to the extent stated. Waivers of any covenant, term or condition by either party shall not be construed as waivers of any subsequent breach of the same covenant, term or condition. The consent or approval by

either party to or for any act by either party requiring further consent or approval shall not be deemed to waive or render unnecessary that party's consent or approval to or of any subsequent similar acts.

14. **Severability** - Each provision of this Agreement is intended to be severable. If any term or provision of this Agreement shall be determined by a court of competent jurisdiction to be illegal or invalid for any reason whatsoever, such provision shall be severed from this Agreement and shall not affect the validity of the remainder of this Agreement.
15. **Attorney's Fees** - If any legal proceeding should be instituted by either of the parties to enforce the terms of this Agreement or to determine the rights of the parties under this Agreement, the party in the proceeding shall receive, in addition to all court costs, reasonable attorney's fees.
16. **No Costs to the City** - Except as expressly set forth in this Agreement to the contrary, Owner shall bear all costs and expenses of any kind or nature in connection with Owner's use of the Alley.
17. **Waiver of Liability** - Neither the City nor any of its council members, commissions, departments, boards, officers, agents or employees, when acting on the City's behalf, shall be liable for any damage to the property of Owner or its Agents, or for any bodily injury or death to such persons resulting or arising from the condition of the Alley or its use by Owner, or if such damage occurs before the Effective Date, unless caused by the intentional acts of the City nor any of its council members, commissions, departments, boards, officers, agents or employees.
18. **Non-Discrimination** - Owner shall not, in the operation and use of the Alley, discriminate against any person or group of persons solely because of race, color, creed, national origin, ancestry, age, sex, or disability.
19. **Governing Law** - The rights and liability of the parties under this Agreement shall be interpreted in accordance with the laws of the State of Idaho. The Venue shall be in the Idaho 5<sup>th</sup> Judicial District, Blaine County, Idaho.
20. **Taxes** - Any and all real property tax or any other form of tax assessed or imposed against the Alley arising out of or attributable to Owner's use shall be borne by Owner.
21. **Utilities** - Owner shall pay for all water, gas, heat, light, power, telephone, and other utilities and services applied to the Alley and used by Owner or its Agents, together with any taxes thereon.

22. **Successors and Assigns** - This Agreement shall be binding upon and inure to the benefit of each of the parties hereto and their respective successors and assigns.

23. **Interpretation/Amendment**-This Agreement constitutes the complete expression of the agreement between the parties hereto and supersedes any prior agreements, whether written or oral, concerning the subject of this Agreement which are not fully expressed herein. Any addition to, deletion from, termination' extension or any other modification or to this Agreement must be in writing signed by the party against whom such modification operates.

24. **Recordation** - Upon execution of this Agreement, the City shall duly record the Agreement in the public records of Blaine County, Idaho and shall thereafter promptly submit a conformed copy of the same to Owner.

IN WITNESS WHEREOF, the parties have executed this License Agreement as of the day and year first written above by their duly authorized representatives.

OWNER:

CITY OF KETCHUM:

By: \_\_\_\_\_

By: \_\_\_\_\_

Jeff McNee, Managing Member for  
MMDM12 LLC

Neil Bradshaw, Mayor

ATTEST:

\_\_\_\_\_  
Trent Donat  
City Clerk

STATE OF \_\_\_\_\_ )  
 ) ss.  
County of \_\_\_\_\_ )

On this \_\_\_\_ day of \_\_\_\_\_, 2023, before me, the undersigned Notary Public in and for said State, personally JEFF MCNEE, known to me to be the person who executed the foregoing instrument and acknowledged to me that he executed the same.

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

\_\_\_\_\_  
Notary Public for \_\_\_\_\_  
Residing at \_\_\_\_\_  
Commission expires \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
 ) ss.  
County of \_\_\_\_\_ )

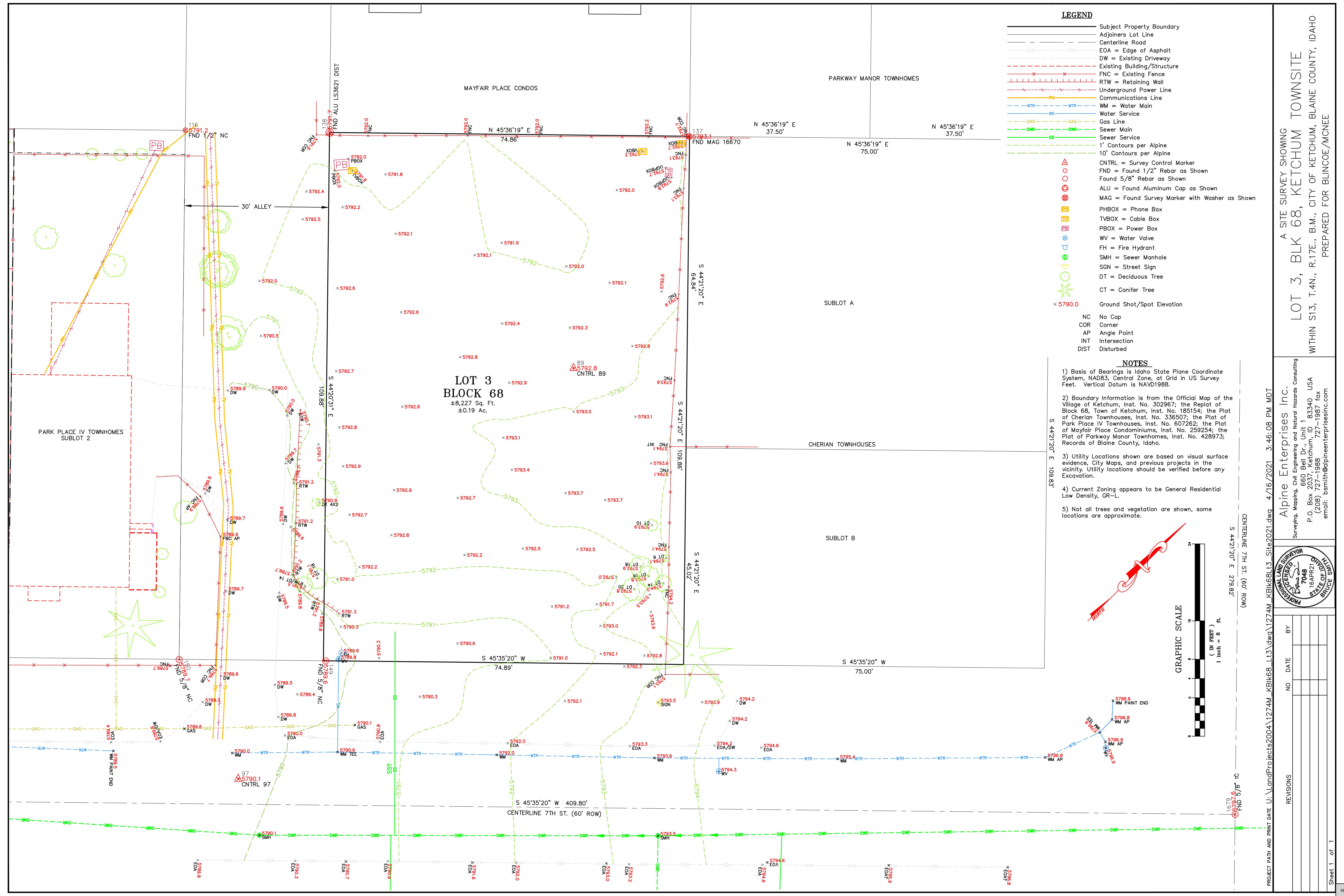
STATE OF IDAHO )  
 ) ss.  
County of Blaine )

On this \_\_\_ day of \_\_\_\_\_, 2023, before me, the undersigned Notary Public in and for said State, personally appeared NEIL BRADSHAW, known or identified to me to be the Mayor of the CITY OF KETCHUM, IDAHO, and the person who executed the foregoing instrument on behalf of said municipal corporation and acknowledged to me that said municipal corporation executed the same.

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

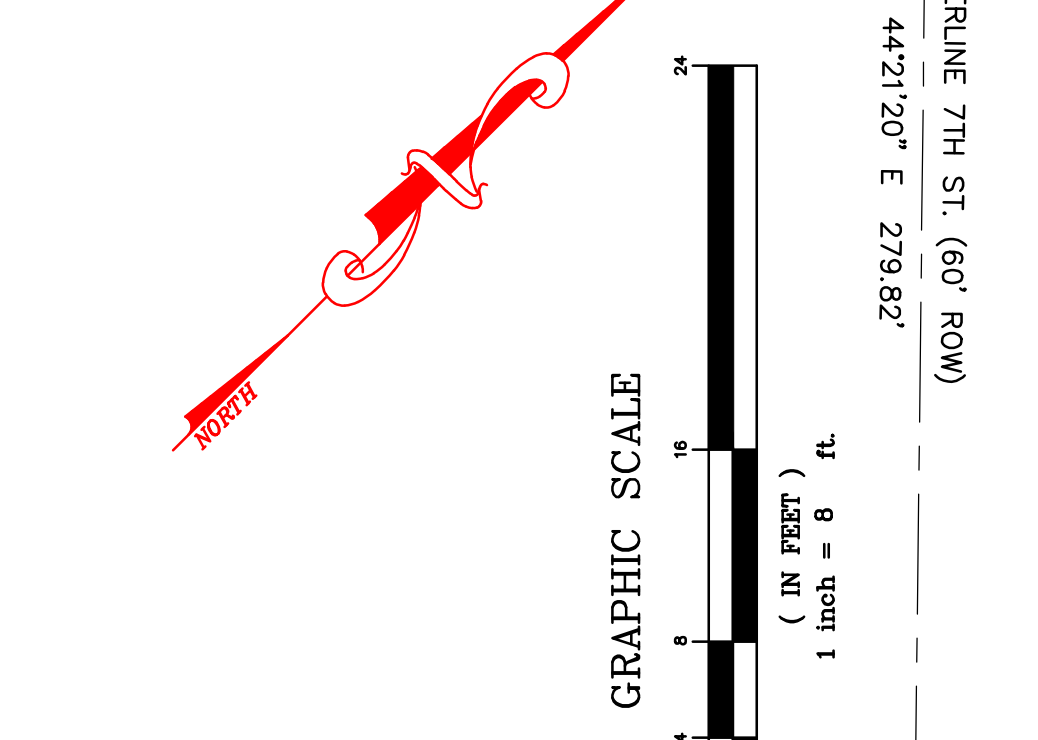
\_\_\_\_\_  
Notary Public for \_\_\_\_\_  
Residing at \_\_\_\_\_  
Commission expires \_\_\_\_\_

**EXHIBIT "A"**



- LEGEND**
- Subject Property Boundary
  - Adjoins Lot Line
  - Centerline Road
  - EOA = Edge of Asphalt
  - DW = Existing Driveway
  - Existing Building/Structure
  - FNC = Existing Fence
  - RTW = Retaining Wall
  - Underground Power Line
  - Communications Line
  - WM = Water Main
  - Water Service
  - GAS = Gas Line
  - Sewer Main
  - Sewer Service
  - 1' Contours per Alpine
  - 10' Contours per Alpine
  - △ CNTRL = Survey Control Marker
  - FND = Found 1/2" Rebar as Shown
  - Found 5/8" Rebar as Shown
  - ALU = Found Aluminum Cap as Shown
  - MAG = Found Survey Marker with Washer as Shown
  - PHBOX = Phone Box
  - TVBOX = Cable Box
  - PBOX = Power Box
  - WV = Water Valve
  - FH = Fire Hydrant
  - SMH = Sewer Manhole
  - SGN = Street Sign
  - DT = Deciduous Tree
  - CT = Conifer Tree
  - × 5790.0 Ground Shot/Spot Elevation
  - NC = No Cap
  - COR = Corner
  - AP = Angle Point
  - INT = Intersection
  - DIST = Disturbed

- NOTES**
- 1) Basis of Bearings is Idaho State Plane Coordinate System, NAD83, Central Zone, at Grid in US Survey Feet. Vertical Datum is NAVD1988.
  - 2) Boundary information is from the Official Map of the Village of Ketchum, Inst. No. 302967; the Replat of Block 68, Town of Ketchum, Inst. No. 185154; the Plat of Park Place IV Townhouses, Inst. No. 336507; the Plat of Mayfair Place Condominiums, Inst. No. 259254; the Plat of Parkway Manor Townhomes, Inst. No. 428973; Records of Blaine County, Idaho.
  - 3) Utility Locations shown are based on visual surface evidence, City Maps, and previous projects in the vicinity. Utility locations should be verified before any Excavation.
  - 4) Current Zoning appears to be General Residential Low Density, GR-L.
  - 5) Not all trees and vegetation are shown, some locations are approximate.



PROJECT PATH AND PRINT DATE: U:\LandProjects\2004\1274M\_KBk68\_LL3.dwg\1274M\_KBk68\_LL3\_Site2021.dwg 4/16/2021 3:46:08 PM\_MDT

Sheet 1 of 1

166

REVISIONS

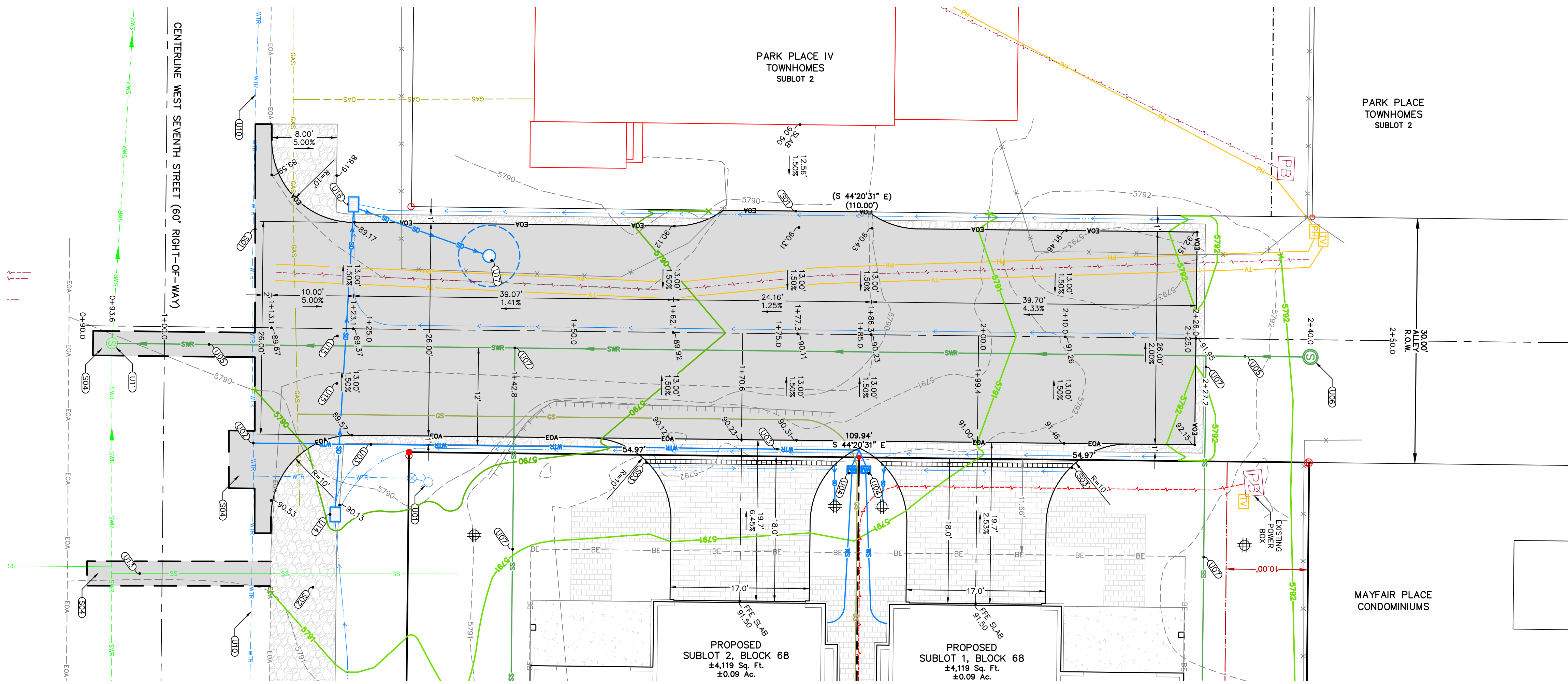
| NO | DATE | BY |
|----|------|----|
|    |      |    |
|    |      |    |
|    |      |    |

ALPINE ENTERPRISES INC.  
 Surveying, Mapping, Civil Engineering and Natural Hazards Consulting  
 660 Bell Dr., Unit 1  
 P.O. Box 2037, Ketchum, ID 83340 USA  
 (208) 727-1988 727-1987 fax  
 email: bsmith@alpineenterprisesinc.com

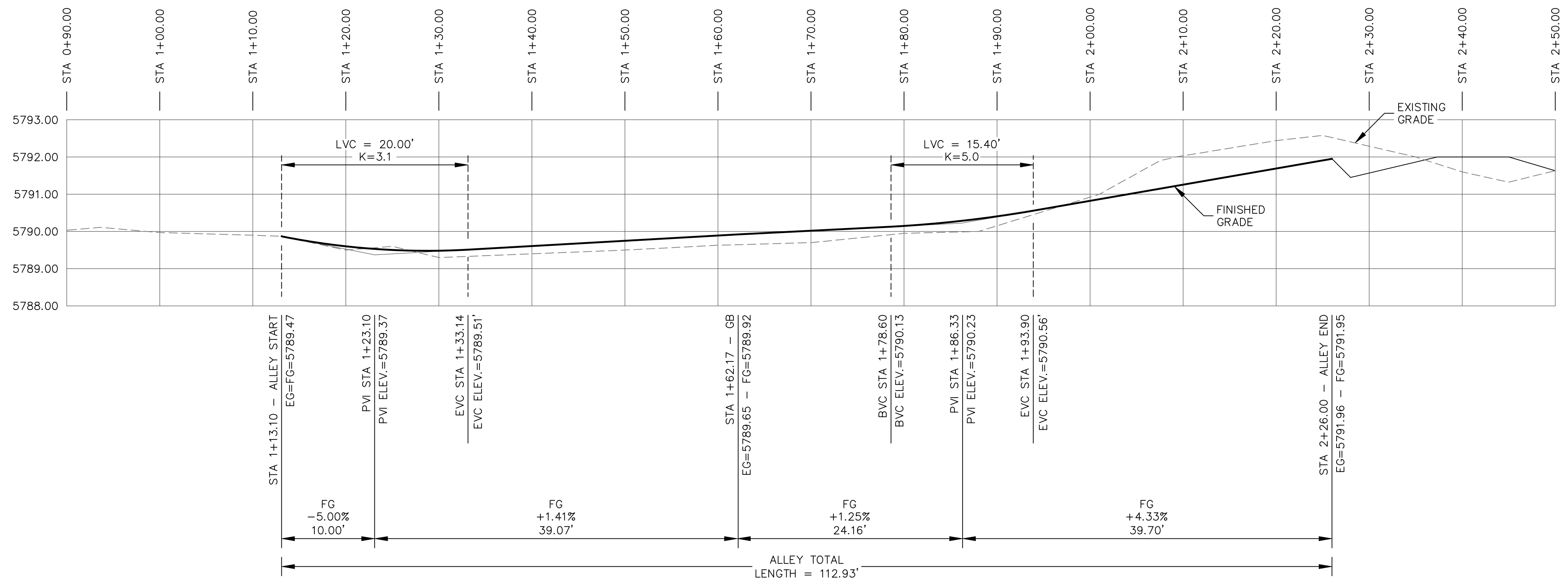
PROFESSIONAL LAND SURVEYOR  
 STATE OF IDAHO  
 7048  
 16 APR 21

A SITE SURVEY SHOWING  
 LOT 3, BLK 68, KETCHUM TOWNSITE  
 WITHIN S13, T.4N., R.17E., B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO  
 PREPARED FOR BLINCOE/MCNEE

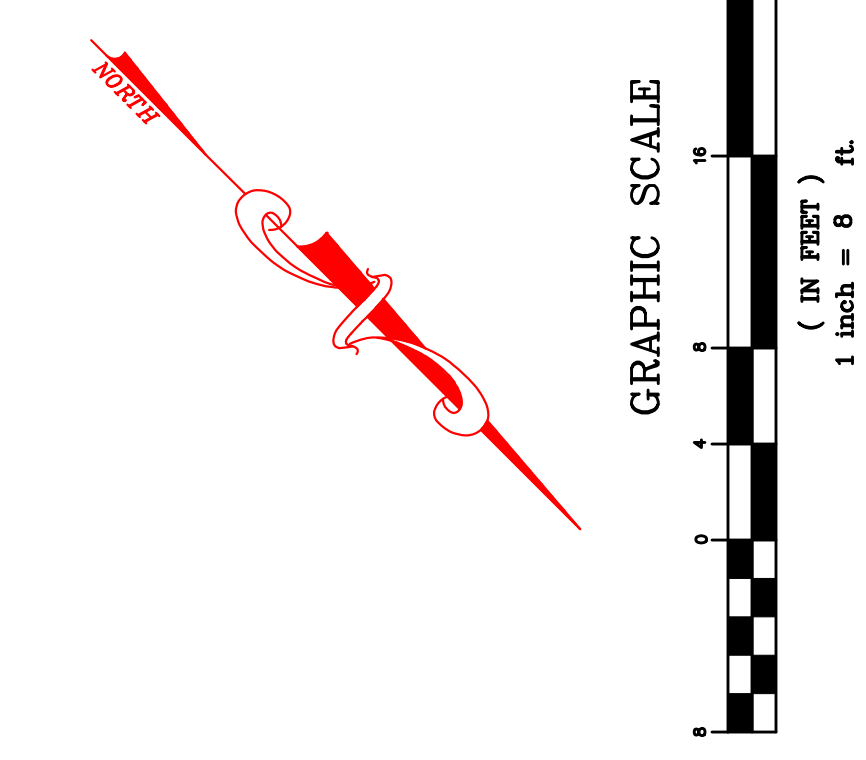
**EXHIBIT "B"**



- LEGEND**
- Subject Property Boundary
  - Adjurers Lot Line
  - Centerline Right-of-Way
  - Existing Edge of Asphalt
  - Proposed 20' Wide Asphalt Alley
  - Proposed Asphalt 2' Saw Cut Line
  - Proposed 8' Wide Gravel Shoulder
  - Building Setbacks
  - Existing 10' Idaho Power Easement
  - Existing Driveway
  - Existing Building/Structure
  - Proposed Building/Structure
  - Proposed Concrete
  - Proposed Paver Driveway
  - Proposed Paver Walkway
  - Existing Wooden Fence
  - Proposed Wooden Fence
  - Existing Retaining Wall (To Be Removed)
  - Existing Underground Power Line
  - Proposed Underground Power Line
  - Existing Underground Phone Line
  - Existing Underground CA/TV Line
  - Proposed Underground Communications Line
  - Existing Water Main
  - Existing Water Service
  - Proposed 2" Water Service Connection
  - Proposed 1" Water Service
  - Proposed 12" Storm Drain Pipe
  - Proposed Drainage Flowline
  - Existing Gas Line
  - Proposed Gas Service Line
  - Existing Sewer Main
  - Existing Sewer Service
  - Proposed 8" Sewer Main
  - Proposed 4" Sewer Service
  - Existing 1" Minor Contour
  - Existing 5' Major Contour
  - Proposed 1" Minor Contour
  - Proposed 5' Major Contour
  - Found 1/2" Rebar as Shown
  - Set 1/2" Rebar PLS 7048
  - Found 5/8" Rebar as Shown
  - Set 5/8" Rebar PLS 7048
  - Found Aluminum Cap
  - Found Survey Marker with Washer
  - Existing Phone Box
  - Existing Cable Box
  - Existing Power Box
  - Proposed Power Meter
  - Proposed Gas Meter
  - Existing Water Valve
  - Existing Fire Hydrant
  - Proposed Water Valve
  - Proposed 3/4" Water Meter
  - Existing Sanitary Sewer Manhole
  - Proposed Sanitary Sewer Manhole
  - Proposed Sewer Cleanout
  - Proposed Drywell
  - Proposed Catch Basin
  - Proposed Landscape Drywell
  - Proposed Driveway Trench Drain
  - Existing Street Sign
  - Proposed Spot Elevation (90.00=5790.00')
  - Existing Grade
  - Proposed Grade
  - RIM Rim Elevation
  - IE IN Invert Elevation In
  - IE OUT Invert Elevation Out
  - MATCH Match Elevation
  - S Slope %
  - EG Existing Grade Elevation
  - FG Finish Grade Elevation
  - PVI Point of Vertical Intersection
  - LVC Length Vertical Curve
  - BVC Begin Vertical Curve
  - EVC End Vertical Curve
  - GB Grade Break
  - ( ) Record Bearing & Distance Inst. No. 607262
  - [ ] Record Bearing & Distance Inst. No. 488133
  - { } Record Bearing & Distance Inst. No. 336507



| NO | DATE    | BY  |
|----|---------|-----|
| 1  | 24AUG22 | AHN |
| 2  | 08NOV22 | AHN |
| 3  | 10FEB23 | AHN |



PROJECT PATH AND PRINT DATE U:\LandProjects2004\1274M\_KBk68\_L13.dwg\1274M\_CS\_KBk68L13\_Civil2022.dwg 2/10/2023 12:57:32 PM MST

AN ALLEY PLAN & PROFILE FOR  
 7TH STREET TOWNHOMES ON LOT 3, BLK 68, KETCHUM TOWNSITE  
 WITHIN S13, T.4N., R.17E., B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO  
 PREPARED FOR MMDM12 LLC.

Alpine Enterprises Inc.  
 Surveying, Mapping, Civil Engineering,  
 and Natural Hazards Consulting  
 660 Bell Dr., Unit 1 83340 USA  
 P.O. Box 2037, Ketchum, ID 83340 USA  
 (208) 727-1808  
 email: banita@alpineenterprisesinc.com

PROFESSIONAL ENGINEER  
 STATE OF IDAHO  
 ALEX NELSON  
 LICENSE NO. 18073

REVISIONS  
 PRELIMINARY: NOT FOR CONSTRUCTION  
 FOR DESIGN REVIEW ONLY

**C.2**





City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: August 7, 2023      Staff Member/Dept: Paige Nied, Associate Planner  
Planning and Building Department

Agenda Item: Recommendation to review and approve the work/live restrictive covenant template.

Recommended Motion:

I move to approve the work/live restrictive covenant template and permit Planning and Building staff to process future covenants administratively as applicable.

Reasons for Recommendation:

- Pursuant to Ketchum Municipal Code, work/live projects in the Light Industrial Districts are subject to conditional use permits approved by the Planning and Zoning Commission. Additionally, if approved by the Commission, Ketchum Municipal Code 17.124.090, requires City Council approval of a restrictive covenant to enforce municipal code requirements.
- Ketchum Municipal Code 17.08.020 defines restrictive covenants as: A restrictive covenant runs with the land and, thereby, binds present and future owners of the property. Restrictive covenants are used to implement the conditions of a land use approval or ensure implementation of project mitigations and components.
- Based on the requirements in Ketchum Municipal Code 17.124.090, the City Attorney drafted the restrictive covenant template included as Attachment 1.
- Approval of the template will permit staff to process all future restrictive covenant requirements administratively, which reduces staff workload and processing time delays due to hearing schedules.

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

None OR state impact here: None

Financial Impact:

None OR Adequate funds exist in account.      There is no financial requirement from the city for this action.

Attachments:

1. Work/Live Restrictive Covenant Template

WHEN RECORDED, PLEASE RETURN TO:

OFFICE OF THE CITY CLERK  
CITY OF KETCHUM  
POST OFFICE BOX 2315  
KETCHUM, IDAHO 83340

---

**Restrictive Covenant  
Work/Live Unit**

THIS RESTRICTIVE COVENANT is made and entered into between the City of Ketchum, Idaho (“the City”) and \_\_\_\_\_, hereinafter referred to as “Owner.”

WHEREAS, Owner holds title to the following described real property:

\_\_\_\_\_  
\_\_\_\_\_

which is zoned \_\_\_\_\_ and is hereinafter referred to as “the property,” and

WHEREAS, the City has previously granted Conditional Use Permit # \_\_\_\_\_, which allows for the use of the property as a work/live unit,

THEREFORE, the parties do hereby adopt the following restrictive covenants to the property, to-wit:

1. Land Use. The property is a work/live unit that incorporates residential living space in a non-residential building. This property shall be held jointly in common ownership and the work and live spaces cannot be sold or platted as separate condominiums.

With regard to the living space of the unit, the space shall:

- a. Be smaller than the work portion and shall not exceed 1,000 gross square feet;
- b. Have a non-prominent means of access;
- c. Have suitable residential parking that does not interfere with snow removal or the operation of proximate light industrial uses;
- d. Be used solely by Owner or employee of the work portion of the unit; and
- e. Not be leased, licensed, or otherwise conveyed by Owner for temporary use as a residence unless to an employee of the work portion of the unit.

With regard to the work portion of the unit, the property shall:





STATE OF \_\_\_\_\_ )  
:ss  
County of \_\_\_\_\_)

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year 20\_\_\_\_, before me,  
\_\_\_\_\_, a Notary Public, personally appeared  
\_\_\_\_\_ known or identified to me to be the person(s) whose  
names are subscribed to the within instrument, and acknowledged to me that he or she executed  
the same on behalf of the City of Ketchum, Idaho, and was authorized to do so.

(SEAL)

\_\_\_\_\_  
Notary Public for Idaho  
Commission expires: \_\_\_\_\_

# WHITE PETERSON

## ATTORNEYS AT LAW

KATELIN E. BARTLES  
KELSY R. BRIGGS  
MARC J. BYBEE  
WM. F. GIGRAY, III  
DANIEL W. GOODMAN  
MATTHEW A. JOHNSON  
JACOB M. JONES  
WILLIAM F. NICHOLS \*

WHITE, PETERSON, GIGRAY & NICHOLS, P.A.  
CANYON PARK AT THE IDAHO CENTER  
5700 E. FRANKLIN RD., SUITE 200  
NAMPA, IDAHO 83687-7901  
TEL (208) 466-9272  
FAX (208) 466-4405  
EMAIL: mjohnson@whitepeterson.com

BRIAN T. O'BANNON \*  
PHILIP A. PETERSON  
WILLIAM L. PUNKONEY

TERRENCE R. WHITE  
OF COUNSEL  
WILLIAM F. "BUD" YOST  
OF COUNSEL

\* Also admitted in OR

August 2, 2023

To: Mayor and Councilmembers, City of Ketchum

From: Matthew Johnson, City Attorney

Re: 200 Leadville Administrative Appeal – Scheduling Order/Notice

Recommended Motion: I move to approve the Scheduling Order and Notice as presented, and authorize the Mayor to sign.

### Background:

This is a procedural step for the City to continue to process an administrative appeal filed with respect to a decision of the Planning and Zoning Commission and give formal notice to the parties.

Under Ketchum Municipal Code §17.144.020, the Council orders and notices a hearing date for the administrative appeal and also accepts certain procedural steps, all of which are specified in the attached Order.

I met with the attorneys for the parties (Appellant and Applicant) via phone and all have accepted the schedule set forth and formalized in the Order.

This is an administrative appeal hearing where the Council will sit in a quasi-judicial role. There will be arguments by the parties, but there is no public hearing and public comments will not be taken. Council will have full discretion to ask questions of the parties, staff, and/or city attorney as we needed.

The Council's review authority is focused on the record and evidence before P&Z. That review authority is specified in #7 of the Order, which is copied directly from Ketchum Municipal Code.

As the briefs are submitted, the Council will be provided information to access copies of the briefs, as well as the record including transcripts.

I will be available at the 8/7/23 Council meeting to answer any additional questions on procedure that may arise in connection with the Scheduling Order. Questions or concerns on the substance of the administrative appeal should be reserved for the 9/18/23 hearing.



City of Ketchum  
City Hall

## **SCHEDULING ORDER AND NOTICE**

### **Administrative Appeal: P22-035B**

An administrative appeal was filed by Appellant 240 Leadville, LLC, with respect to the above-referenced application(s). The administrative appeal was timely filed on April 26, 2023. The administrative appeal was filed pursuant to Ketchum Municipal Code 17.144.020.

The City Council hereby finds and orders that:

1. The Planning and Zoning Director has certified and reported that the procedural requirements have been met. KMC 17.144.020(A).
2. A record of the proceeding has been prepared and is accepted by the Council. KMC 17.144.020(A).
3. Verbatim transcripts of the proceedings have been prepared at the Appellant's expense and transmitted to the Council, which accepts and incorporates such into the record of proceedings. KMC 17.144.020(A).
4. The City Attorney has held a scheduling meeting with the parties, who agreed to the schedule set forth in this Order.
5. Hearing Date: This matter is set for hearing before the City Council at its regular meeting and location on September 18, 2023. KMC 17.144.020(B).
6. Briefing Schedule: Appellant is to submit a brief or memorandum in support of the appeal by 5:00 p.m. on August 14, 2023. Applicant is to submit a response brief or memorandum by 5:00 p.m. on August 28, 2023. Appellant is to submit a reply brief, if any, by 5:00 p.m. on September 4, 2023. All briefs/memos are to be sent to the parties to the administrative appeal and the City Attorney. All have agreed that electronic delivery of the documents is sufficient.
7. Council Review Authority: "Upon hearing the appeal, the Council shall consider only matters which were previously considered by the Commission as evidenced by the record, the order, requirement, decision or determination of the Commission and the notice of appeal, together with oral presentation and written legal arguments by the appellant, the applicant, if different than the appellant, and the Commission and/or staff representing the Commission. The council shall not consider any new facts or evidence at this point. The council may affirm, reverse or modify, in whole or in part, the order, requirement, decision or determination of the Commission. Furthermore, the council may remand the application to the Commission for further consideration with regard to specific criteria stated by the council."  
KMC 17.144.020(C).

8. Decision: A written decision will be entered within 30 days of conclusion of the appeal hearing. All parties, the Commission, and any affected party of record have a right to request and/or will be provided a copy of the decision. KMC 17.144.020(B)&(D).

Date of Order: August 7, 2023.

---

Neil Bradshaw, Mayor

ATTEST

---

Trent Donat, City Clerk



# WHITE PETERSON

## ATTORNEYS AT LAW

KATELIN E. BARTLES  
KELSY R. BRIGGS  
MARC J. BYBEE  
WM. F. GIGRAY, III  
DANIEL W. GOODMAN  
MATTHEW A. JOHNSON  
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WILLIAM L. PUNKONEY

TERRENCE R. WHITE  
OF COUNSEL  
WILLIAM F. "BUD" YOST  
OF COUNSEL

\* Also admitted in OR

August 2, 2023

To: Mayor and Councilmembers, City of Ketchum

From: Matthew Johnson, City Attorney

Re: Amendment to FAR Exceedance Agreement for 180 W. 2<sup>nd</sup>.

Recommended Motion: I move to approve the Amendment to the FAR Exceedance Agreement 20509 for 180 W. 2<sup>nd</sup> as presented.

### Background:

This matter was previously presented to the Council for direction. The Subject Property was required to have an on-site deed-restricted unit pursuant to its existing Amendment FAR Exceedance Agreement. Staff has been in discussions with the Owner about compliance, which revealed reasonable reasons that an on-site unit was problematic.

Owner requested to replace the current requirement with a payment of an in-lieu fee under current policy and fee calculations. Staff finds this to be a reasonable direction to resolve the compliance issues in this particular situation, while still pursuing the goals of the FAR Exceedance policy and recommends this Amendment to the Council for approval.

**AMENDMENT TO FAR EXCEEDANCE  
AGREEMENT #20509**

**Parties:**

|                       |         |                                                                                                                                     |
|-----------------------|---------|-------------------------------------------------------------------------------------------------------------------------------------|
| City of Ketchum       | "City"  | P.O. Box 2315, 191 5 <sup>th</sup> Street W, Ketchum, Idaho 83340                                                                   |
| Robert G. Vallee, Jr. | "Owner" | Mailing: PO Box 978, Ketchum, Idaho 83340<br>Subject Property: 180 W. 2 <sup>nd</sup> St (Ketchum Townsite: Block 59: W ½ of Lot 5) |

This Amendment to FAR Exceedance Agreement ("2023 Amendment") is made between the City of Ketchum, a municipal corporation of the state of Idaho ("City"), and Robert G. Vallee, Jr., owner of the subject property ("Owner").

RECITALS

- A. The Subject Property is subject to an FAR Exceedance Agreement and subsequent amendments, which required the provision of a deed restricted unit at the Subject Property.
- B. City staff had reached out to Owner regarding compliance with the restriction, and further evaluation revealed that there were ongoing problems to maintain the unit as indicated. To that end, Owner requested consideration of replacing the restriction with the alternative payment of an in-lieu fee at current rates in exchange for a release.
- C. City staff have reviewed and recommended the City Council find that Owner's proposal for amendment to be an appropriate resolution to the problem, while still retaining the pursuit of the goals of the FAR Exceedance policy.
- D. The City Council finds it in the best interests of the City and its policy goals, in these circumstances, to approve this Amendment.

THEREFORE, in consideration of the mutual agreement herein contained and subject to the terms and conditions stated, it is hereby understood and agreed by the Parties as follows:

- 1. **Amendment.** The Subject Property FAR Exceedance Agreement is hereby amended to provide for a release of the condition requiring an on-site deed-restricted unit with Owner instead paying as an alternative the in-lieu fee, as calculated under current policy and fee calculations. Owner will pay such in-lieu fee in three equal payments; the first to occur before September 30, 2023, the second on or before **December 31, 2023**, and the third on or before **March 31, 2024**.

2. **Execution and Counterparts:** This Amendment may be executed in one or more counterparts, each of which shall be deemed an original agreement, but all of which shall be considered one instrument.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

Owner

City of Ketchum, Idaho

\_\_\_\_\_

\_\_\_\_\_  
Neil Bradshaw, Mayor

Attest:

\_\_\_\_\_  
Trent Donat, City Clerk



City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: 08/7/23 Staff Member/Dept: Adam Crutcher, Associate Planner  
Planning and Building Department

Agenda Item: Recommendation to review and approve amendment to Right-of-Way Encroachment Agreement #22870 for the maintenance of existing and future landscaping features in the public right-of-way at 130 E River St.

**Recommended Motion:**

I move to approve amended Right-of-Way Encroachment Agreement #22870 for the maintenance of existing and future landscaping features in the public right-of-way at 130 E River St.

**Reasons for Recommendation:**

- The existing landscaping and curb and gutter have been in place since the original construction of the residence on the subject property back in 1995. No ROW Encroachment Agreement was submitted for the improvements.
- The existing spruce trees have been determined to be in poor health. As a result, the spruce trees will have to be removed in the near future and the owner wishes to have replacement trees with grass underneath. ROW Encroachment #22870 was approved on 7/17/23 with language specific to maintenance of existing vegetation. Proposed amendment allows for owner of 130 River St to maintain future vegetation at the discretion of City Engineer & City Arborist.
- All city departments have reviewed the proposal and have no issue with the proposed subdivision, security agreement, or right-of-way encroachment agreement.

**Policy Analysis and Background (non-consent items only):**

**Sustainability Impact:**

None OR state impact here: None

Financial Impact:

|                                          |      |
|------------------------------------------|------|
| None OR Adequate funds exist in account: | None |
|------------------------------------------|------|

Attachments:

|                                         |
|-----------------------------------------|
| 1. Application and Supporting Materials |
| 2. Right-of-Way Encroachment Agreement  |



City of Ketchum

E23-013

|                          |         |
|--------------------------|---------|
| <b>OFFICIAL USE ONLY</b> |         |
| Date Received:           | 6.30.23 |
| By:                      | DMC     |
| Permit Fee:              | \$150.- |
| Date Paid:               | 6.30.23 |

### RIGHT-OF-WAY ENCROACHMENT PERMIT APPLICATION

Property Owner: Elizabeth W. Shoemaker  
 Owner Mailing Address: 151 4th St W, Ketchum 83340 PO. 2716  
 Project Contact: Elizabeth Shoemaker  
 Contact Email: elizshoe@aol.com  
 Contact Phone Number: (310-962-1008)  
 Property Street Address: 130 River St E, Ketchum ID

Encroachment(s) in Right-of-Way (be specific as possible):  
River Street for the right of way affected

Name or Description of Right-of-Way Affected: River St. E.

Width of Right-of-Way: 80 feet

Dimensions of Right-of-Way Encroachment(s): existing trees & curb & gutter

Attach diagram identifying streets and/or alleys, total width of right-of-way, dimensions of right-of-way encroachment, types(s) of encroachment and visual aids sufficient to show the impacts of the encroachment.

Owner's Signature Elizabeth Shoemaker Date: 6/30/2023

Once your application has been received, we will review it and contact you with next steps.  
 No further action is required at this time.

#### Administrative Use Only

Date Received: \_\_\_\_\_ Date of Council Meeting: \_\_\_\_\_  
 Meeting: \_\_\_\_\_ Council Meeting Date: \_\_\_\_\_  
 Action Taken by Council: \_\_\_\_\_  
 Date approved: \_\_\_\_\_ Date Denied: \_\_\_\_\_

191 5th St. West | P.O. Box 2315 | Ketchum, ID 83340 | main 208.726.7801 | fax 208.726.7812

Facebook/CityofKetchum | twitter.com/Ketchum\_Idaho | www.ketchumidaho.org



**CITY OF KETCHUM**

P.O. Box 2315  
 Ketchum ID 83340  
 Phone: (208) 726-3841  
 Fax: (208) 727-5070

**INVOICE**

| Date       | Number | Page |
|------------|--------|------|
| 06/30/2023 | 6867   | 1    |

**Bill To:** ELIZABETH SHOEMAKER  
 151 4TH ST W UNIT 2716  
 KETCHUM ID 83340

**Customer No.** 2186  
**Project:** 130 RIVER ST  
**Terms:** Due Upon Receipt  
**Invoice Due Date:** 06/30/2023

| Quantity | Description                         | Unit Price | Net Amount |
|----------|-------------------------------------|------------|------------|
| 1        | RIGHT OF WAY ENCROACHMENT AGREEMENT | 150.00     | 150.00     |

Please remit payment via:  
<https://www.ketchumidaho.org/administration/page/online-payments>  
 OR  
 City of Ketchum  
 PO Box 2315  
 Ketchum, ID 83340

|                    |               |
|--------------------|---------------|
| <b>Amount</b>      | 150.00        |
| <b>Balance Due</b> | <u>150.00</u> |

City of Ketchum  
191 W 5TH ST  
PO Box 2315  
Ketchum ID 83340

208-726-3841

Receipt No: 2.001897

Jun 30, 2023

2186  
ELIZABETH SHOEMAKER  
151 4TH ST W UNIT 2716  
130 RIVER ST  
KETCHUM ID 83340

|                               |        |
|-------------------------------|--------|
| Previous Balance:             | 150.00 |
| ACCOUNTS RECEIVABLE - Payment | 150.00 |
| <hr/>                         |        |
| Total:                        | 150.00 |
| New Balance:                  | .00    |
| <hr/>                         |        |
| Check                         | 150.00 |
| Check No: 1962                |        |
| Payor: ELIZABETH SHOEMAKER    |        |
| Total Applied:                | 150.00 |
| <hr/>                         |        |
| Change Tendered:              | .00    |
| <hr/>                         |        |

Duplicate Copy

06/30/2023 4:13 PM



|                                                                                                                                                 |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p><b>RECORDING REQUESTED BY AND WHEN RECORDED RETURN TO:</b></p> <p>City Clerk, City of Ketchum<br/> PO Box 2315<br/> Ketchum Idaho, 83340</p> |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------|--|

(Space Above Line For Recorder's Use)

**RIGHT-OF-WAY ENCROACHMENT AGREEMENT 22870**

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_, 2023, by and between the CITY OF KETCHUM, IDAHO, a municipal corporation ("Ketchum"), whose address is Post Office Box 2315, Ketchum, Idaho 83340 and ELIZABETH SHOEMAKER, ("Owner"), whose mailing address is Post Office Box 2716 Ketchum, Idaho 83340 and who owns real property located at 130 E River Street, Ketchum, ID 83340 ("subject property").

*RECITALS*

WHEREAS, curb and gutter and landscaping in the right of way adjacent to the subject property were installed in 1995 when the subject property was developed. These improvements were installed without a Right-of-Way Encroachment Agreement;

WHEREAS, Owner wishes to maintain existing and any future vegetation adjacent to the subject property from the property line to the curb and gutter on River Street. These improvements are shown in Exhibit "A" attached hereto and incorporated herein (collectively referred to as the "Improvements") and;

WHEREAS, any future vegetation and modifications to said vegetation will be reviewed and approved by the City Arborist & City Engineer;

WHEREAS, Owner will ensure landscaping features do not encroach on adjacent sidewalk;

WHEREAS, Ketchum finds that said Improvements will not impede the use of said public right-of-way at this time subject to the terms and provisions of this Agreement;

WHEREAS, following construction of the Improvements, the Owner will restore the right-of-way, as shown in Exhibit "A", acceptable to the Streets and Facilities Director;

NOW, THEREFORE, in contemplation of the above stated facts and objectives, it is hereby agreed as follows:

*TERMS AND CONDITIONS*

1. Ketchum shall permit Owner to maintain the Improvements identified in Exhibit "A" within the public right-of-way adjacent to 130 E River Street until notified by Ketchum to remove the infrastructure at which time Owner shall remove infrastructure at Owner's expense.

2. Owner shall be responsible for the maintenance of said Improvements and shall repair said improvements within 48 hours upon notice from Ketchum that repairs are needed. Any modification to the improvements identified in Exhibit "A" shall be approved by the City prior to any modifications taking place.

3. Owner shall be responsible for restoring the street, curb and gutter and landscaping that is altered due to the construction and installation of the Improvements, to the satisfaction of the Director of Streets and Facilities.

4. In consideration of Ketchum allowing Owner to maintain the Improvements in the public right-of-way, Owner agrees to indemnify and hold harmless Ketchum from and against any and all claims of liability for any injury or damage to any person or property arising from the Improvements constructed, installed and maintained in the public right-of-way. Owner shall further indemnify and hold Ketchum harmless from and against any and all claims arising from any breach or default in the performance of any obligation on Owner's part to be performed under this Agreement, or arising from any negligence of Owner or Owner's agents, contractors or employees and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such action or proceeding brought thereon. In the event any action or proceeding is brought against Ketchum by reason of such claim, Owner, upon notice from Ketchum, shall defend Ketchum at Owner's expense by counsel satisfactory to Ketchum. Owner, as a material part of the consideration to Ketchum, hereby assumes all risk of damages to property or injury to persons in, upon or about the Improvements constructed, installed and maintained in the public right-of-way arising from the construction, installation and maintenance of said Improvements and Owner hereby waives all claims in respect thereof against Ketchum.

5. Ketchum shall not be liable for injury to Owner's business or loss of income therefrom or for damage which may be sustained by the person, goods, wares, merchandise or property of Owner, its tenants, employees, invitees, customers, agents or contractors or any other person in or about the Subject Property caused by or resulting from the Improvements constructed, installed, removed or maintained in the public right-of-way.

6. Owner understands and agrees that by maintaining the Improvements in the public right-of-way pursuant to this Agreement, Owner obtains no claim or interest in said public right-of-way which is adverse to that of Ketchum and that Owner obtains no exclusive right to said public right-of-way nor any other right to use the public right-of-way not specifically described herein.

7. In the event either party hereto retains an attorney to enforce any of the rights, duties and obligations arising out of this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party reasonable attorney's fees at the trial and appellate levels and, whether or not litigation is actually instituted.

8. This Agreement shall be governed by, construed, and enforced in accordance with the laws and decisions of the State of Idaho. Venue shall be in the District Court of the fifth Judicial District of the State of Idaho.

9. This Agreement sets forth the entire understanding of the parties hereto and shall not be changed or terminated orally. It is understood and agreed by the parties hereto that there are no verbal promises or implied promises, agreements, stipulations or other representations of any kind or character pertaining to the Improvements maintained in the public right-of-way other than as set forth in this Agreement.



STATE OF IDAHO )  
 ) ss.  
County of Blaine )

On this \_\_\_ day of \_\_\_\_\_, 2023, before me, the undersigned Notary Public in and for said State, personally appeared NEIL BRADSHAW, known or identified to me to be the Mayor of the CITY OF KETCHUM, IDAHO, and the person who executed the foregoing instrument on behalf of said municipal corporation and acknowledged to me that said municipal corporation executed the same.

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

\_\_\_\_\_  
Notary Public for \_\_\_\_\_  
Residing at \_\_\_\_\_  
Commission expires \_\_\_\_\_

# EXHIBIT A







City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date:  Staff Member/Dept:

Agenda Item:

**Recommended Motion:**

I move to authorize the Mayor to sign Utility Access Agreement #22875 with David and Michelle Duffield.

**Reasons for Recommendation:**

- The property located at 110 Bear Lane contains a 45-foot-wide access & utility easement. The property owner wishes to permit the placement of concrete driveway pavers, pathway pavers, and landscaping improvements over the utility easement.
- The improvements will not impact the use or operation of the municipal water line within the utility easement.
- Encroachment Agreement 22862 allows the City to enter the subject property without notification to the property owner at any time to perform any necessary repair or maintenance to the municipal water system lying within the utility easement as may be required. All costs and expenses incident to the repair or maintenance of the municipal water utilities within the utility easement as well as all costs and expenses for repairs and replacement of any damage to the paver driveway, paver pathway, and landscaping improvements shall be borne by the property owner and not by the City.

**Policy Analysis and Background (non-consent items only):**

**Sustainability Impact:**

None OR state impact here: The Encroachment Agreement does not limit the ability of the city to reach the goals of the Ketchum Sustainability Action Plan – 2020.



Financial Impact:

|                                          |                                                                                                                                                                                                             |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| None OR Adequate funds exist in account: | There is no financial requirement from the city for this action at this time. The agreement obligates the property owner to install, maintain, and repair the permanent encroachments at their own expense. |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Attachments:

|                                          |
|------------------------------------------|
| 1. Utility Encroachment Agreement #22875 |
|------------------------------------------|

when recorded, please return to:

Office of the City Clerk  
City of Ketchum  
Po Box 2315  
Ketchum, Idaho 83340

---

## UTILITY ACCESS AGREEMENT #22875

This Utility Access Agreement (this “**Agreement**”) is made and entered into effective as of the date this Agreement is recorded in the real property records of Blaine County, Idaho (the “**Effective Date**”), by and between the CITY OF KETCHUM, an Idaho municipal corporation (“**City**”), whose current mailing address is PO Box 2315, Ketchum, Idaho 83340; and DAVID A. DUFFIELD and MICHELLE L. DUFFIELD, husband and wife (collectively, “**Owner**”), whose current mailing address is PO Box 10092, Ketchum, Idaho 83340.

### RECITALS

- A. Owner is the owner of real property commonly known as Blaine County Assessor’s Parcel No. RPK0514000001A and located at 110 Bear Lane, Ketchum, Idaho 83340 (the “**Property**”), which is legally described as:

Lot 1A in Block 1 of Rocking Ranch Subdivision No. 3: Lot 1A and Rocking Ranch Subdivision: Lot 4A, according to the official plat thereof recorded in the real property records of Blaine County, Idaho as Instrument No. 559097.

- B. The Property is subject to a a 45-foot-wide ‘Access & Utility Easement’ depicted in the plat of Rocking Ranch Subdivision No. 3, according to the official plat thereof recorded in the real property records of Blaine County, Idaho as Instrument No. 421072 (the “**Access & Utility Easement**”) for the benefit of the lots identified therein.
- C. Owner and City desire to enter into this Agreement to memorialize that City is a beneficiary of the Access & Utility Easement with the right of free access to the lands subject thereto at anytime for the construction, operation, inspection, maintenance, repair and replacement of its utilities therein, include its water utility service facilities.

**NOW, THEREFORE, in contemplation of the above stated facts and objectives, Owner and City hereby agree that (a) City will have the right to enter upon and use the Access and Utility Easement at any time without prior notice to Owner to perform construction, operation, inspection, maintenance, repair and replacement of its utilities therein; and (b) City will not be responsible for damage to, or for the cost of the repair of, any improvements in the portion of the Property that is subject to the Access and Utility Easement arising from the forgoing permitted activities, other than the ordinary prompt restoration of the surface of the ground and the ordinary prompt restoration of any paving of the Bear Lane access way therein. This Agreement is bind and benefit the parties and their successors and assigns, and any future owner of the Property.**

[ end of document; counterpart signature pages follow ]

COUNTERPART SIGNATURE PAGE

DATED effective as of the Effective Date.

OWNER:

\_\_\_\_\_  
David Duffield

\_\_\_\_\_  
Michelle Duffield

STATE OF IDAHO            )  
                                      : ss.  
County of Blaine            )

This record was signed before me on July \_\_\_\_\_, 2023 by David Duffield and Michelle Duffield.

\_\_\_\_\_  
Notary Signature

COUNTERPART SIGNATURE PAGE

DATED effective as of the Effective Date.

CITY:

CITY OF KETCHUM, an Idaho municipal corporation

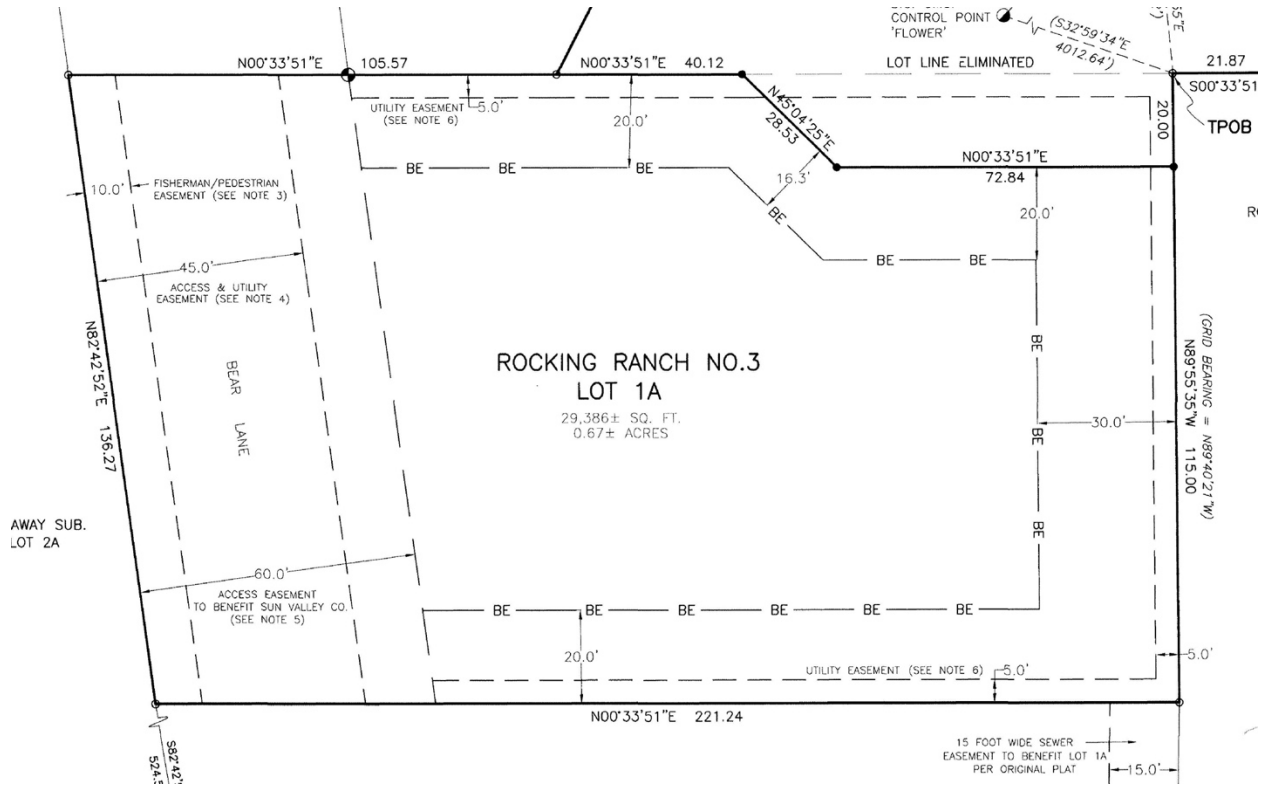
By \_\_\_\_\_  
Neil Bradshaw, Mayor

STATE OF IDAHO            )  
                                      : ss.  
County of Blaine            )

This record was signed before me on July \_\_\_\_\_, 2023 by Neil Bradshaw as Mayor of City of Ketchum.

\_\_\_\_\_  
Notary Signature

**EXHIBIT A**  
**DEPICTION OF ACCESS AND UTILITY EASEMENT**





City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: August 7, 2023 Staff Member/Dept: Morgan Landers, AICP – Director of Planning and Building

Agenda Item: Recommendation to approve Interlocal Agreement #23-017 between the City of Ketchum and the City of Sun Valley for GIS Services

Recommended Motion:

I move to approve Interlocal Agreement #23-017 and direct the mayor to sign the agreement upon approval by the City of Sun Valley City Council.

Reasons for Recommendation:

- The City of Sun Valley and the City of Ketchum were notified by the Blaine County GIS department on June 29, 2023, that Blaine County would no longer host the cities' web-based GIS platform.
The web-based GIS platform is broadly relied on by city staff and members of the public to gain information about zoning, land use, and other geographic and regulatory characteristics of properties within the two cities.
The City of Ketchum Planning and Building Department has in-house staff with the expertise necessary to launch and maintain a web-based GIS platform for the City of Ketchum. However, the City of Sun Valley does not have any in-house staff with that same expertise.
The time necessary to provide support to the City of Sun Valley for their web-based platform is minimal. The Ketchum Planning and Building Department staff has the capacity to provide certain services to the City of Sun Valley to create and maintain a web-based GIS platform for the City of Sun Valley.

Policy Analysis and Background (non-consent items only):

The cities of Ketchum and Sun Valley have previously contracted with Blaine County for GIS services for a number of years. Prior to 2020, both city's contracted with Blaine County for GIS services including dedicated staff time, data management, analysis, and web-based platform hosting. That initial set of services cost between \$15,000 and \$20,000 per year. In 2020, the cities reduced their contract and scope of services with Blaine County to \$5,000 per year with no dedicated staff, expected deliverables, or data management support. The \$5,000 included minor updates to zoning maps or correction of errors completed at the discretion of the county staff.

Upon notification that the county would no longer provide GIS services to the cities, Ketchum staff met with Sun Valley staff to determine the scope of necessary services and whether either of the cities could manage the work. As mentioned above, the necessary services are minimal and include:

- Initial creation of the web-based GIS map using existing City of Sun Valley GIS files and the County Parcel and Road files.

- Monthly updates to the City of Sun Valley map with the Parcel and Road layers in order to reflect any new subdivisions, road updates, changes in parcel ownership, and other related information.
- Updates to zone district maps as necessary in order to reflect rezones or land use changes.
- Revise map files in order to correct errors discovered by staff, or to make other minor revisions.
- Simple data draws, such as providing the number of vacant, undeveloped number of parcels of land in city limits, or identifying other parcels with a certain attribute.
- Exporting of maps for special projects.

The Ketchum Planning and Building Department has in-house GIS expertise that the City of Sun Valley does not have. In discussing the necessary services outlined above, we believe the total number of hours per year required is approximately 30 hours. This amount of hours is very manageable for Ketchum staff to accommodate. As such, the attached Interlocal Agreement for GIS services is included as Attachment 1.

The agreement outlines the services to be provided to the City of Sun Valley by Ketchum staff. The agreement also outlines the number of hours and total cost of those hours (\$1,500). In the event the City of Sun Valley has needs that go above and beyond the stated hours and cost, the agreement outlines an hourly rate for services provided Ketchum staff has the capacity and the expertise necessary for the requested work. If Ketchum staff does not have capacity or expertise, the City of Sun Valley will need to contract with an outside source for the work.

Each city is responsible for purchasing and maintaining their own GIS license.

**Next Steps:**

If approved, the City of Sun Valley will review the Interlocal Agreement at the September 7<sup>th</sup> City Council meeting. The Blaine County hosted GIS platform will be inaccessible as of September 30, 2023. Ketchum staff is preparing the web-based GIS platform for the City of Ketchum with an anticipated launch date of September 8, 2023. This allows ample time for communication of the new platform to stakeholders before the county hosted platform is taken down. If this agreement is approved, Ketchum staff would prepare the City of Sun Valley platform for launch on the same date, September 8, 2023.

**Sustainability Impact:**

This request does not impact the city’s ability to achieve its sustainability goals.

**Financial Impact:**

|                                          |                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| None OR Adequate funds exist in account: | The Planning and Building Department FY24 budget includes \$5,700 for GIS services. This included a payment to Blaine County for GIS support and the city’s GIS license fee. The proposed Interlocal Agreement would provide \$1,500 of revenue to the City of Ketchum with no additional cost. The city would no longer pay Blaine County for GIS support. |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Attachments:**

|                                                  |
|--------------------------------------------------|
| 1. Interlocal Agreement #23-017 for GIS Services |
|                                                  |
|                                                  |

GIS INTERLOCAL AGREEMENT - #23-017  
(City of Sun Valley/City of Ketchum)

RECITALS

WHEREAS, City of Sun Valley employees and members of the public desire to have access to an internet-based geographic information system (“GIS”) to gain information about zoning, land use, and other geographic and regulatory characteristics of properties in Sun Valley; and,

WHEREAS, City of Sun Valley employees can share public agency data to reduce costs and guide in the provision of services to those most in need, including community safety, public health and development services; and,

WHEREAS, City of Sun Valley employees and elected and appointed officials seek to enhance their analytical, problem-solving and decision-making capabilities through the utilization of GIS, which in turn benefits the community at large; and,

WHEREAS, City of Sun Valley does not currently have in-house staff expertise to create a publicly-accessible, web-based GIS system or to produce revisions to GIS mapping files; and,

WHEREAS, the City of Sun Valley has contracted for GIS services for several years to fulfill the above described functions and is now seeking a new contract partner for such services as the current contract and web-based GIS map will terminate September 30<sup>th</sup>, 2023; and,

WHEREAS, the City of Ketchum has staff with the expertise to create and maintain such maps and systems; and,

WHEREAS, the Cities of Sun Valley and Ketchum agree to participate in an interlocal agreement wherein the City of Ketchum supports the City of Sun Valley in GIS mapping as described herein.

TERMS

NOW, THEREFORE, subject to the limitations of this agreement and in order to provide assistance between the parties in providing GIS service, it is hereby agreed as follows:

1. DURATION OF AGREEMENT. This Agreement shall be effective from that date of final signature until September 30, 2024. The parties may extend the agreement with the written consent of both parties.
2. PURPOSE. The purpose of this Agreement is to allow the City of Sun Valley to contract with the City of Ketchum for creation of a City of Sun Valley web-based GIS map, routine maintenance of said web-based GIS map, and limited map revisions and analysis described herein.



3. MANNER OF FINANCING AND BUDGET. The City of Sun Valley shall reimburse City of Ketchum at a cost of \$1,500 per year for items described in 4B, with an expectation that approximately 30 hours of City of Ketchum staff time will be utilized. Such payment shall be paid at the beginning of Fiscal Year 2024 year in one payment.

Additional activities above and beyond the 30 hours of staff time utilized in implementing the scope outlined in 4B may be requested by the City of Sun Valley, based on City of Ketchum staff capacity and technical ability. Additional activities shall be performed at an hourly rate of \$48.00, and shall not exceed \$1,000 during the contract period, and shall be reimbursed to the City of Ketchum upon invoice to the City of Sun Valley.

4. DUTIES. The provision of these services shall be governed as set out below:
- A. The City of Sun Valley agrees to:
    - Provide all relevant GIS mapping files necessary to create and maintain a web-based GIS map and fulfill other duties outlined in 4B.
    - Pay for the ArcGIS licensure necessary for creation and implementation of GIS mapping and the web-based map, including purchasing any necessary ArcGIS Online “credits” to host mapping data.
    - Provide a web-based log in to the City of Sun Valley ArcGIS Online account to City of Ketchum staff for the purpose of creating and maintaining the web-based map and GIS files.
  - B. The City of Ketchum agrees to:
    - Initial creation of the web-based GIS map using existing City of Sun Valley GIS files and the County Parcel and Road files.
    - Monthly updates to the City of Sun Valley map with the Parcel and Road layers in order to reflect any new subdivisions, road updates, changes in parcel ownership, and other related information.
    - Updates to zone district maps as necessary in order to reflect rezones or land use changes.
    - Revise map files in order to correct errors discovered by staff, or to make other minor revisions.
    - Simple data draws, such as providing the number of vacant, undeveloped number of parcels of land in city limits, or identifying other parcels with a certain attribute.
    - Exporting of maps for special projects.
5. AMENDMENT. This Agreement may be amended at any time, and from time to time, by the mutual written consent of the City of Sun Valley and the City of Ketchum for any of the following purposes:

- To add provisions to the Agreement to benefit either or both the City of Sun Valley and the City of Ketchum.
- To extend the term of the Agreement.
- To cover any cost increases to the web site.
- To cure any ambiguity, to correct or supplement any provision herein which may be inconsistent with any other provisions with respect to matters or questions arising under this Agreement which are not inconsistent with the provisions of the Agreement.

6. SEVERABILITY. In the event any provision of this Agreement shall be declared by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not, in any way, be affected or impaired thereby.

IN WITNESS WHEREOF, each of the parties has executed this Agreement by its duly authorized officials.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

City of Ketchum, an Idaho political subdivision

\_\_\_\_\_  
Neil Bradshaw, Mayor

ATTEST:

\_\_\_\_\_  
Trent Donat, City Clerk

CITY OF SUN VALLEY, an Idaho  
municipal corporation

\_\_\_\_\_  
Peter M. Hendricks, Mayor

ATTEST:

\_\_\_\_\_  
Nancy Flannigan  
City Clerk



City of Ketchum

**CITY COUNCIL MEETING AGENDA MEMO**

Meeting Date:  Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

- 
- 
- 

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

Financial Impact:

Attachments:

- 
-

**Extension of Agreement of Mountain Rides Transportation  
Authority to Provide Multimodal Public Transportation  
Services in Blaine County  
22876**

**WHEREAS**, on October 8, 2007, the undersigned governmental entities agreed to and caused to be recorded with the Blaine County Recorder that certain agreement known as the Amended Agreement of the Ketchum-Sun Valley Public Transit Authority to Provide Multimodal Public Transportation Services in Blaine County (“Joint Powers Agreement”) on November 1, 2007, as Instrument No. 552903 in Blaine County, Idaho;

**WHEREAS**, on October 8, 2007, the “Ketchum-Sun Valley Public Transit Authority” was renamed the “Mountain Rides Transportation Authority”;

**WHEREAS**, on September 28, 2011, the parties extended the Joint Powers Agreement until October 7, 2015, and on October 1, 2015, extended the Joint Powers Agreement until September 30, 2019, and on October 1, 2019, extended the Joint Powers Agreement until September 30, 2023; and

**WHEREAS**, the undersigned governmental agencies desire to extend the Joint Powers Agreement as set forth below.

**NOW THEREFORE**, the undersigned governmental agencies agree as follows:

1. The Joint Powers Agreement, currently set to expire September 30, 2023, attached hereto as Exhibit 1 and incorporated by reference, is hereby extended for four (4) years, until September 30, 2027.
2. Section 3, (a)-(c) of the Joint Powers Agreement is amended and replaced with the following:
  - a. *Ketchum Seat #1* – *December 31, 2023*
  - b. *Ketchum Seat #2* – *December 31, 2025*
  - c. *Sun Valley Seat #1* – *December 31, 2023*
  - d. *Sun Valley Seat #2* – *December 31, 2024*
  - e. *Hailey* – *December 31, 2024*
  - f. *Bellevue* – *December 31, 2026*
  - g. *Blaine County* – *December 31, 2024*
  - a. *At Large* – *December 31, 2025*
3. The reference to “motor buses” in Section 5 shall be replaced with “motor and electric buses.”

4. The first Sentence of Section 6(a) is amended and replaced with the following:

*In adopting the annual budget, it is anticipated that Ketchum, Sun Valley, and Hailey will continue, as a base, the fiscal year 2023 level of financial support which has historically been provided through their respective local option tax ("LOT").*

5. Except as so changed herein, all provisions of the Joint Powers Agreement as amended from time to time shall remain in full force and effect.

**City of Sun Valley**

(seal)

By: \_\_\_\_\_  
Mayor  
Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk

**City of Ketchum**

(seal)

By: \_\_\_\_\_  
Mayor  
Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk

**City of Hailey**

(seal)

By: \_\_\_\_\_  
Mayor  
Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk

**City of Bellevue**

(seal)

By: \_\_\_\_\_  
Mayor  
Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
City Clerk

**Blaine County Commissioners**

By: \_\_\_\_\_  
Commissioner  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Commissioner  
Date: \_\_\_\_\_

(seal)

By: \_\_\_\_\_  
Commissioner  
Date: \_\_\_\_\_

Attest: \_\_\_\_\_  
County Clerk

# Exhibit 1

## AGREEMENT OF MOUNTAIN RIDES TRANSPORTATION AUTHORITY TO PROVIDE MULTIMODAL PUBLIC TRANSPORTATION SERVICES IN BLAINE COUNTY

This Agreement (“Agreement”), made and entered into on October 1, 2015, by and between the CITY OF KETCHUM, IDAHO, a municipal corporation (“Ketchum”), the CITY OF SUN VALLEY, IDAHO, a municipal corporation (“Sun Valley”), the CITY OF HAILEY, a municipal corporation (“Hailey”), the CITY OF BELLEVUE, a charter city (“Bellevue”), and the COUNTY OF BLAINE, a body politic and corporate (“Blaine County”) all described, individually as “Party,” or jointly as “Parties”;

### WITNESSETH:

WHEREAS, on June 5, 1989 the Cities of Ketchum and Sun Valley entered into an agreement for the formation of the Ketchum-Sun Valley Public Transit Authority (“Authority”) and have since that commencing date jointly funded and operated a public transportation system commonly known as KART within and between the two municipalities through the Authority; and

WHEREAS, since June 2002, Ketchum, Sun Valley and Blaine County have participated in the funding of the PEAK Bus, a regional public transportation service along Idaho State Highway 75 between Bellevue and Ketchum and Sun Valley operated by Wood River Rideshare, a 501c3 non profit corporation; and

WHEREAS, on December 11, 2003, Ketchum and Sun Valley entered into an agreement extending the Ketchum-Sun Valley Public Transit Authority Agreement of June 5, 1989 to (1) ensure the June 5, 1989 Agreement remained in full force and effect, (2) set the term of commitment by Ketchum and Sun Valley to December 31, 2006; and 3) allow for renegotiation or dissolution of the Ketchum-Sun Valley Public Transit Authority Agreement in the event of the formation of a Regional Transportation Authority or similar agency; and

WHEREAS, in August 2005, Blaine County became the sole manager of the PEAK Bus service and solicited and received funding assistance from Ketchum, Sun Valley and Bellevue for fiscal year 2005-06; and

WHEREAS, on January 31, 2006, Ketchum, Sun Valley, Bellevue and Blaine County entered into an agreement (known as the “Amended Agreement of the Ketchum-Sun Valley Public Transit Authority”) to operate the KART services in Ketchum and Sun Valley and the Highway 75 services from Bellevue to Ketchum; and

WHEREAS, in May 2006, the Ketchum-Sun Valley Public Transit Authority became the sole manager of the PEAK Bus service and solicited and received funding assistance from Ketchum, Sun Valley, Bellevue and Blaine County for fiscal year 2006-07; and

WHEREAS, on February 21, 2007, the Authority adopted a Vision, Mission and Goals Statement to reflect its broader role as the primary multimodal public transportation agency within Blaine County and outside of Blaine County to counties with commuters traveling to Blaine County. This statement may be periodically updated; and

**Instrument # 629888**

HAILEY, BLAINE, IDAHO

9-29-2015 01:59:24 PM No. of Pages: 8

Recorded for : BLAINE COUNTY COMMISSIONERS

JOLYNN DRAGE Fee: 0.00

Ex-Officio Recorder Deputy

Index to: COMMISSIONER AGREEMENTS

WHEREAS, in August 2007, Wood River Rideshare merged with KART allowing the Authority to expand its services to all of those operated by Wood River Rideshare, to include vans, carpools, bicycles, walking, transportation information, counseling and advice and other multimodal public transportation services operating within Blaine County and outside of Blaine County to counties with commuters traveling to Blaine County; and

WHEREAS, the Parties have adopted comprehensive plans, transportation plans and/or governing policies identifying the goals, policies and/or action items to support county-wide transportation planning which includes multimodal public transportation services to meet the resident, visitor and commuter needs through regional transportation planning; and

WHEREAS, on September 28, 2011 the parties extended the Joint Powers Agreement until October 7, 2015; and

WHEREAS, the public transportation demands for residents, visitors and workers commuting to employment centers in the region are increasing and it is the desire of the Parties to provide for efficient and responsive multimodal public transportation services which are easily identifiable, are coordinated in a manner to encourage the ease of ridership with incentives such as a variety of high quality services, park and ride lots, and high occupancy vehicle lanes, in order to reduce the congestion, costs and pollution caused in part, by individual vehicular trips within Blaine County; and

WHEREAS, the City parties hereto are municipal corporations organized and existing under and by virtue of the laws of the State of Idaho and as such are authorized and empowered by Idaho Code, Section 50-322, to purchase, lease, or otherwise procure multimodal public transportation systems, and to provide by general ordinance for the regulations governing the maintenance and operation of the same; and

WHEREAS, it is the mutual desire of the Parties hereto, acting pursuant to Idaho Code, Section 67-2328, to maintain an Authority to procure, establish, operate, maintain and plan for a multimodal public transportation system in and between the corporate limits of Sun Valley, Ketchum, Hailey, Bellevue, and Carey and within Blaine County and outside of Blaine County to counties with commuters traveling to Blaine County; and

WHEREAS, it is the mutual desire of the Parties hereto that there are no disruptions to public transportation services as the mutual terms, covenant and conditions of this Agreement are implemented including that the current level of services historically provided by KART for the residents and visitors of Ketchum and Sun Valley and the services to Wood River Valley that were provided by the PEAK Bus are maintained.

NOW, THEREFORE, in order to accomplish the aforesaid purposes, and in consideration of the mutual terms, covenants and conditions set forth herein, the Parties hereto agree as follows:

**1. Corporate Name.**

Authority shall be renamed the “Mountain Rides Transportation Authority” which replaces the previous name: “Ketchum-Sun Valley Public Transit Authority” (or “KART”).



## **2. Transportation Authority Membership.**

The governing Board of Directors of the Authority (the “Board”) shall be configured as defined below:

- A. Subject to sub-paragraph E below, two (2) members from the City of Ketchum and two (2) members from the City of Sun Valley shall be appointed by the Mayors of Ketchum and Sun Valley with the concurrence of the City Council of each city.
- B. Subject to sub-paragraph E below, one (1) member each to be appointed by the Mayors of Hailey, and Bellevue with the concurrence of the City Council of each such City. The Board may also include one (1) member to be appointed by the Mayor of Carey as determined by the Board.
- C. Subject to sub-paragraph E below, one (1) member from Blaine County to be appointed by the Board of County Commissioners.
- D. One “Member-at-Large.” The Authority will solicit nominations from a variety of organizations and individuals that it deems appropriate and have an interest in multi-modal transportation to fill this position, and such selection shall be made by the Board.
- E. Parties will join and become voting members of the Board upon execution of this Agreement by its respective governing body.
- F. The Mayors, Council Members, Commissioners and employees of the Parties hereto shall not be excluded from membership on the Authority by virtue of their relationship with the Cities and County involved.
- G. Employees, directors, shareholders, partners, owners and others with financial interests in any business, company or entity which the Authority has employed or contracted with to provide equipment or services shall be subject to the Authority’s Conflict of Interest Policy as it may be amended from time to time.

## **3. Term of Office.**

The term of office for each member of the governing Board of the Authority shall be for three (3) years. The current terms are set to expire as follows:

- a. Ketchum seat #1 – Oct 2017
- b. Ketchum seat #2 – Oct 2016
- c. Sun Valley seat #1 – Oct 2017
- d. Sun Valley seat #2 – Oct 2016
- e. Hailey – Oct 2015
- f. Bellevue – Oct 2017
- b) Blaine County – Oct 2015
- c) At large – October 2016

Subsequent appointments shall be for three (3) years and a Board member shall hold a seat on the Board until his or her successor has been appointed and qualified. Vacancies occurring otherwise than through the expiration of appointed terms, shall be filled for the remainder of the term by the Party that appointed the Board member.

#### **4. Organization.**

The Authority shall be governed by the Mountain Rides Transportation Authority By-laws specifying the method and manner by which it shall conduct its business and affairs, provided, however, that said By-laws shall be amended so as not be inconsistent with or contrary to the provisions of this Agreement, or any applicable local, state or federal law and shall provide that at least a simple majority must concur for the Authority to act.

#### **5. Purposes and Powers.**

The purpose of the Authority is to establish, implement, maintain, fund and operate a comprehensive multimodal public transportation system by motor buses, fixed guideway systems, van and car pools, bicycles, amenities for walking or other appropriate means, including transportation counseling and advice for scheduled or unscheduled and charter services within Blaine County and outside of Blaine County to counties with commuters traveling to Blaine County for the benefit of commuters and the inhabitants and visitors to Blaine County. In furtherance of that purpose, the Parties hereto hereby delegate to the Authority their power to purchase, lease, or otherwise procure multimodal transportation systems, and to promulgate regulations governing the maintenance and operation of the same. Such delegated powers shall more specifically include, but not be limited to, the following:

- A. As a separate legal entity under state and federal statutes, to apply for, receive and operate under financial assistance from the federal or state government, and from any agency or political subdivision thereof, or from any private sources;
- B. To acquire by purchase, gift, lease, sublease or otherwise, to the extent and in the manner that a city or county operating under the laws of the State of Idaho might do so, real or personal property necessary for the establishment, operation and maintenance of a multimodal public transportation system including but not limited to land and easement acquisitions, facilities, employee housing and rolling stock;
- C. To fund operational and maintenance costs of operating a comprehensive multimodal public transportation system;
- D. To contract with public or private agencies, companies or entities for the provision of multimodal public transportation services or for expansion of multimodal public transportation services in the Authority's service area;
- E. To undertake or contract for studies relating to the multimodal public transportation needs of the Parties and the methods by which said needs can best be served;

- F. To participate in, contribute to and support the regional transportation plans, as from time to time may be proposed, adopted and amended.

**6. Manner of Financing.**

The Authority shall annually adopt a budget. Each Party hereto will annually budget and contribute to the Authority an amount of money necessary to operate and maintain a comprehensive multimodal public transportation system. During each fiscal year, the Parties shall contribute their respective amount of money as determined by the adopted budget, subject to approval of each Party's governing Board. It is anticipated that each Party hereto may have a contract for services with the Authority that provides for a funding arrangement between each Party and the Authority. Upon approval of the Board, a Party may contribute its share of the budget through in-kind services, equipment, personal or real property or leases.

- A. In adopting the annual budget, it is anticipated that Ketchum and Sun Valley will continue, as a base, the fiscal year 2005-2006 level of financial support which has historically been provided through their respective local option tax ("LOT") revenue for KART and the PEAK Bus. Further, it is anticipated that the County will continue its financial support for the multimodal public transportation services operated by the Authority in and beyond the County.
- B. Any Party may contribute additional funds to the Authority. Said additional funds shall be deemed as contribution not subject to matching from any other Party and shall be calculated for division of property upon termination of the Authority under Paragraph 8 herein below, if such contribution(s) were for capital acquisitions.
- C. Any funds received by the Authority shall be used for the purpose of maintaining the Authority and planning for, establishing, acquiring, operating or maintaining a multimodal public transportation system, or for paying costs associated with a contract whereby multimodal public transportation services are provided by others. The budgeting, allocation and use of said funds by the Authority shall be in accordance with the purposes and powers herein provided for, and in no event shall the Authority use, spend, encumber or commit funds of the Parties hereto in amounts exceeding those actually budgeted and contributed to the Authority by the Parties.

**7. Duration.**

The duration of the Authority created by this Agreement shall be October 1, 2015 through September 30, 2019, provided, however, that the same may be extended for an additional period or periods of time, as the Parties hereto deem appropriate. Any such extension of this Authority shall be in writing, adopted by the governing body of each of the Parties hereto.

Any Party may withdraw from the Authority upon six (6) month's written notice. Such notice shall be effective upon the next October 1 which follows the expiration of the six (6) months' notice. For example, an entity would have to give notice no later than April 1 if it did not want to be a party to the Joint Powers Agreement the next fiscal year. Upon withdrawal of a party the Board seats

appointed by such withdrawing party shall be terminated. Withdrawal of either Ketchum or Sun Valley shall constitute dissolution of the Authority.

### **8. Dissolution of the Authority.**

Subject to section 7 above, the Authority may be dissolved and terminated by majority vote of the Parties. Upon the dissolution of the Authority created by this Agreement or any extension or renewal thereof, for whatever reason, the property, real and personal, owned by the Authority shall be sold or distributed in the manner provided for by law for the disposition of property by cities and counties, and the proceeds of any such sale shall be divided between the Parties hereto in proportion equal to the annual operating and capital contributions of each to the Authority since its inception. Provided, however, that prior to any sale of property, real or personal, Parties may agree to distribute said property between themselves in a manner deemed by them to be equitable and approved in writing by the governing body of each. Property of KART or the Cities of Sun Valley or Ketchum existing at the date of this Agreement, or provided by them after the effective date of this Agreement, shall remain their sole and exclusive property and shall not be divided between the Parties hereto. A schedule of such property shall be prepared and attached hereto as Exhibit "A" upon execution of this Agreement. Such property includes, but is not limited to, buses, vans, vehicles, equipment, tools, furnishings, real property, bus maintenance facility and work force housing units.

### **9. Mediation and Arbitration.**

Any controversy or claim arising out of or relating to this Agreement or breach thereof, shall first be submitted to mediation upon the written request of any Party and conducted by one (1) neutral mediator. If the Parties are unable to select a mediator, then selection shall follow the procedure published by the American Arbitration Association Commercial Mediation Rules. Mediation shall be held in Blaine County. This Agreement to mediate and any other agreement or consent to mediate entered into in accordance with this Agreement shall be specifically enforceable under the prevailing law of Idaho. Each party shall bear its own costs and the parties shall split equally the cost and expenses of the mediator. In the event that the parties are unable to resolve their disagreements through mediation, the parties agree to arbitrate the matter pursuant to the rules of and with the American Arbitration Association, or another mutually acceptable arbitrator.

### **10. Execution and Effect.**

Upon execution of this Agreement by Ketchum and Sun Valley, the "Agreement Extending the Ketchum-Sun Valley Public Transit Authority" dated December 11, 2003, and the "Agreement by Ketchum, Sun Valley, Bellevue and Blaine County", and the "Amended Agreement of the Ketchum-Sun Valley Transit Authority" dated January 31, 2006, and the "Extension of Amended Agreement of the Ketchum-Sun Valley Public Transit Authority (Renamed in 2007 to to "Mountain Rides Transportation Authority") to Provide Multimodal Public Transportation Services in Blaine County", recorded with the Blaine County Recorder on September 28, 2011, shall be deemed cancelled and replaced by this Agreement. This Agreement may be executed in counterparts, each of which shall be deemed to be an original.

### **11. Amendment.**

This Agreement may only be amended upon the approval of a majority of the Parties. To be effective, any such amendment shall be in writing signed by the Chair of the Board certifying that such amendment had been approved by majority vote of the Parties.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by the duly-authorized representatives this 1, 11, 16, 23, 21 day of SEPTEMBER, 2015.



CITY OF KETCHUM

By: [Signature]  
Mayor

Date: 9-11-15

ATTEST:

[Signature]  
City Clerk



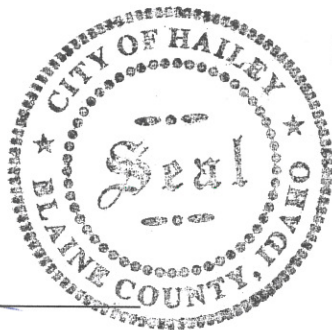
CITY OF SUN VALLEY

By: [Signature]  
Mayor

Date: 9/16/15

ATTEST:

[Signature]  
City Clerk



CITY OF HAILEY

By: [Signature]  
Mayor

Date: 9/23/15

ATTEST:

[Signature]  
City Clerk

CITY OF BELLEVUE

By: [Signature]  
Mayor

Date: 9/21/15

ATTEST:

Narathy L. Barton  
City Clerk

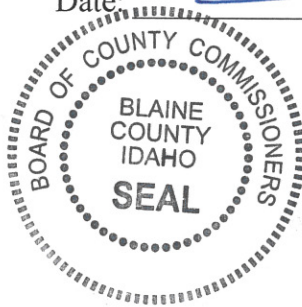


BLAINE COUNTY COMMISSIONERS

By: Paul J. Gray  
Date: 9.1.15

By: Angela McCray  
Date: 9/1/15

By: Absent  
Date: \_\_\_\_\_



ATTEST  
Jolynn Drage  
Jolynn Drage  
Blaine County Clerk



City of Ketchum

### Reccomendation to Approve Road Closure for Special Event

Meeting Date:  Staff Member/Dept:

Agenda Item:

Recommended Motion:

*"I move to approve the street closure for the Community Library - "Book Around the Block"*

Reasons for Recommendation:

- The City of Ketchum supports special events.
- August 15th, 2023; 2:00pm-8:00pm; 4th St., from the alley to Walnut Intersection
- Non-designated street closures require approval by the City Council.

Policy Analysis and Background (non-consent items only):

N/A

Sustainability Impact:

None

Financial Impact:

None



City of Ketchum

**CITY COUNCIL MEETING AGENDA MEMO**

Meeting Date:  Staff Member/Dept:

Agenda Item:

**Recommended Motion:**

**Reasons for Recommendation:**

- 
- 

**Policy Analysis and Background (non-consent items only):**

**Sustainability Impact:**

**Financial Impact:**

|                                                                       |                                                                                                                                    |
|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| <input type="text" value="None OR Adequate funds exist in account:"/> | <input type="text" value="This is a budgeted expense with funds coming from the Chemicals line item of Wastewater Expenditures."/> |
|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|

**Attachments:**

-





**CITY OF KETCHUM**  
**PO BOX 2315 \* 191 5TH ST. \* KETCHUM, ID 83340**  
**Administration 208-726-3841 (fax) 208-726-8234**

**PURCHASE ORDER**  
 BUDGETED ITEM? \_\_\_ Yes \_\_\_ No

**PURCHASE ORDER - NUMBER: 23126**

|                                                                                                                |                                                                       |
|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| <b>To:</b><br>5894<br>UNIVAR SOLUTIONS USA INC<br>3075 HIGHLAND PARKWAY<br>SUITE 200<br>DOWNERS GROVE IL 60515 | <b>Ship to:</b><br>CITY OF KETCHUM<br>PO BOX 2315<br>KETCHUM ID 83340 |
|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|

| P. O. Date | Created By | Requested By | Department           | Req Number | Terms |
|------------|------------|--------------|----------------------|------------|-------|
| 07/25/2023 | BANCONA    | BANCONA      | Utilities/Wastewater | 0          |       |

| Quantity | Description                                          | Unit Price | Total     |
|----------|------------------------------------------------------|------------|-----------|
| 4.00     | Tote, UNIVAR COAGULANT 1160 (ACH) 3000# 65-4350-3800 | 2,760.00   | 11,040.00 |
|          | SHIPPING & HANDLING                                  |            | 0.00      |
|          | TOTAL PO AMOUNT                                      |            | 11,040.00 |

\_\_\_\_\_  
 Authorized Signature



City of Ketchum

PROCUREMENT MEMO

Meeting Date: August 7<sup>th</sup> 2023 Staff Member/Dept: Juerg Stauffacher

Agenda Item: Heat pump replacement for City Hall HVAC

Recommended Motion:

I move to approve Purchase Order 23127 for an amount not to exceed \$9592 with Thornton Heating and authorize the mayor to sign the PO.

Summary of Procurement Process:

| Bidder           | Bid Price |
|------------------|-----------|
| Thornton Heating | \$9592    |
|                  |           |
|                  |           |
|                  |           |

| Low Bid Contractor | Bid Price | Budget Account/Number |
|--------------------|-----------|-----------------------|
| Thornton Heating   | \$9,592   | 01-4194-5900          |

Background (if necessary):

- The condenser unit for the HVAC system unexpectedly failed
- 
- 

Sustainability Impact:

We are replacing an old condenser with a new sustainable heat pump.

Attachments:

1. Purchase order 23127
2. Thornton Heating quote
- 3.



**CITY OF KETCHUM**  
 PO BOX 2315 \* 191 5TH ST. \* KETCHUM, ID 83340  
 Administration 208-726-3841 (fax) 208-726-8234

**PURCHASE ORDER**  
 BUDGETED ITEM? \_\_\_ Yes \_\_\_ No

**PURCHASE ORDER - NUMBER: 23127**

|                                                                                           |                                                                       |
|-------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| <b>To:</b><br>4114<br>THORNTON HEATING<br>& SHEETMETAL INC<br>BOX 242<br>KETCHUM ID 83340 | <b>Ship to:</b><br>CITY OF KETCHUM<br>PO BOX 2315<br>KETCHUM ID 83340 |
|-------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|

| P. O. Date | Created By | Requested By | Department             | Req Number | Terms |
|------------|------------|--------------|------------------------|------------|-------|
| 07/31/2023 | BANCONA    | BANCONA      | Facilities Maintenance | 0          |       |

| Quantity | Description                                        | Unit Price | Total    |
|----------|----------------------------------------------------|------------|----------|
| 1.00     | HVAC SYSTEM & INSTALL- CITY HALL      01-4194-5900 | 9,592.00   | 9,592.00 |
|          | SHIPPING & HANDLING                                |            | 0.00     |
|          | TOTAL PO AMOUNT                                    |            | 9,592.00 |

\_\_\_\_\_  
 Authorized Signature

Thornton Heating & Sheetmetal, INC.  
 121 Hospital Drive  
 Mailing: P.O.Box 242  
 Ketchum, Idaho 83340

# Proposal

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 7/10/2023 | 2778       |

|                                                                        |               |
|------------------------------------------------------------------------|---------------|
| <b>Name / Address</b>                                                  |               |
| Ketchum City Hall<br>City of Ketchum<br>Box 2315<br>Ketchum, ID, 83340 |               |
| Telephone                                                              | J Stauffacher |

|                  |           |
|------------------|-----------|
| <b>Sales Rep</b> | <b>GC</b> |
| Project          |           |
| City Hall        |           |

| Quantity                    | Description               | Cost         | Total      |
|-----------------------------|---------------------------|--------------|------------|
| 1                           | State HVAC permit         | 390.00       | 390.00     |
| 1                           | Demo and discard fee      | 440.00       | 440.00     |
| 1                           | Carrier 15 SEER heat pump | 5,722.00     | 5,722.00   |
| 1                           | Crane rental              | 800.00       | 800.00     |
| 1                           | Installation              | 2,240.00     | 2,240.00   |
| thorntonheating@hotmail.com |                           | <b>Total</b> | \$9,592.00 |

Terms: All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from the original proposal will be an extra charge above the original figure. Proposals are good for 30 days. Any proposal constitutes a firm price for work to be done. Budget numbers will be billed on time and material and can exceed or fall short of proposal price.

Signature \_\_\_\_\_  
 Date: \_\_\_\_\_

ALL CREDIT CARD PAYMENTS WILL  
 HAVE A 3% PROCESSING FEE AS OF  
 5/04/2020.



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: August 7, 2023 Staff Member/Dept: Jade Riley/Administration

Agenda Item: FY2023 Amended Budget Public Hearing and First, Second, & Third Reading of Ordinance 1250

Recommended Motion:

"I move approval of first, second, and third reading by title only of Ordinance 1250."
"I move approval of Ordinance 1250."

Reasons for Recommendation:

State statute establishes requirements for amending the budget in Section 50-1003.

Policy Analysis and Background (non-consent items only):

Adjustments occurred in the following funds:
General Fund; Capital Improvement Fund; Parks, Police, and Development Trusts, Local Option Tax Fund;
Local Option Tax Additional 1% Fund; Community Housing In-Lieu Fund; Community Housing; Wagon Days;
Enterprise Funds.

Sustainability Impact:

n/a

Financial Impact:

Table with 2 columns: Item, Amount. Rows: FY2023 Amended Expenditures (\$7,385,240), FY2023 Amended Revenue (\$14,385,240 including \$7m wastewater bond)

Attachments:

- 1. FY2023 Amended Budget Ordinance #1250
2. Budget Table

**ORDINANCE NO. 1250**

AN ORDINANCE OF THE CITY OF KETCHUM, IDAHO, AMENDING ORDINANCE NUMBER 1238, THE AMENDED ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; APPROPRIATING ADDITIONAL MONIES TO BE RECEIVED BY THE CITY OF KETCHUM, IDAHO; AND PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. The Ordinance Number 1250 the Amended Annual Appropriation Ordinance for the city of Ketchum, Idaho, for the fiscal year commencing October 1, 2022, and ending September 30, 2023, be hereby amended as follows:

| EXPENDITURES                           | ADOPTED FY<br>2022-2023 | REVISED FY<br>2022-2023 | PROPOSED<br>ADJUSTMENT |
|----------------------------------------|-------------------------|-------------------------|------------------------|
| General Fund                           | 12,497,062              | 14,137,221              | 1,640,159              |
| Developmental Trust Fund               | 150,000                 | 250,000                 | 100,000                |
| Original LOT Fund                      | 2,846,469               | 3,637,935               | 791,466                |
| Additional 1%-LOT Fund                 | 2,066,247               | 3,671,147               | 1,604,900              |
| Community Housing In-Lieu Fund         | 305,000                 | 2,671,256               | 2,366,256              |
| Community Housing (City / County) Fund | 848,349                 | 1,441,434               | 593,085                |
| Wagon Days Fund                        | 151,550                 | 169,403                 | 17,854                 |
| Water CIP Fund                         | 559,000                 | 830,520                 | 271,520                |
|                                        |                         | <b>TOTAL</b>            | <b>7,385,240</b>       |

That the additional sum be appropriated out of the revenues received from:

| REVENUES                               | ADOPTED FY<br>2022-2023 | REVISED FY<br>2022-2023 | PROPOSED<br>ADJUSTMENT |
|----------------------------------------|-------------------------|-------------------------|------------------------|
| General Fund                           | 12,497,062              | 14,143,221              | 1,640,159              |
| Developmental Trust Fund               | 150,000                 | 250,000                 | 100,000                |
| Original LOT Fund                      | 2,846,469               | 3,637,935               | 791,466                |
| Additional 1%-LOT Fund                 | 2,066,247               | 3,671,147               | 1,604,900              |
| Community Housing In-Lieu Fund         | 305,000                 | 2,671,256               | 2,366,256              |
| Community Housing (City / County) Fund | 848,349                 | 1,441,434               | 593,085                |
| Wagon Days Fund                        | 151,550                 | 169,403                 | 17,854                 |
| Water CIP Fund                         | 559,000                 | 830,520                 | 271,520                |
| Wastewater CIP Fund                    | 4,428,090               | 11,248,090              | 7,000,000              |
|                                        |                         | <b>TOTAL</b>            | <b>14,385,240</b>      |

Section 2. This Ordinance shall be in full force and effect from after its passage, approval and publication.

PASSED by the City Council and APPROVED by the Mayor of the City of Ketchum, Idaho, this 5<sup>th</sup> day of September.

\_\_\_\_\_  
NEIL BRADSHAW, MAYOR

ATTEST:

\_\_\_\_\_  
TRENT DONAT, CITY CLERK

Publish: Idaho Mountain Express  
September 13, 2023

**NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the City Council of the City of Ketchum, Idaho, will hold a Public Hearing for consideration of an amendment to the 2022-23 fiscal year budget. The Council will consider appropriation of additional monies received by the City of Ketchum, Idaho, during the fiscal year. Said hearing will be held at Ketchum City Hall, 191 5th Street, at 4:00 p.m. on July 17, 2023.

That the following table sets forth the amounts appropriated to each fund for the current 2022-23 fiscal year, the amount of the revised appropriation for each fund for the 2022-23 fiscal year, and the proposed adjustment amount.

**CITY OF KETCHUM, IDAHO**

**EXPENDITURES**

|                                  | ADOPTED FY 2022-<br>2023 | AMDEDED FY<br>2022- 2023 | PROPOSED<br>ADJUSTMENT |
|----------------------------------|--------------------------|--------------------------|------------------------|
| <b>GENERAL FUND</b>              | 12,497,062               | 1,640,159                | 14,137,221             |
| GENERAL CAPITAL IMPROVEMENT FUND | 2,549,374                | 0                        | 2,549,374              |
| PARKS & RECREATION TRUST FUND    | 1,122,456                | 0                        | 1,122,456              |
| POLICE TRUST FUND                | 7,500                    | 0                        | 7,500                  |
| DEVELOPMENT TRUST FUND           | 150,000                  | 100,000                  | 250,000                |
| ORIGINAL LOT FUND                | 2,846,469                | 791,466                  | 3,637,935              |
| ADDITIONAL 1%-LOT FUND           | 2,066,247                | 1,604,900                | 3,671,147              |
| FIRE CONSTRUCTION FUND           | 268,722                  | 0                        | 268,722                |
| FIRE GO BOND FUND                | 611,769                  | 0                        | 611,769                |
| COMMUNITY HOUSING IN-LIEU FUND   | 305,000                  | 2,366,256                | 2,671,256              |
| COMMUNITY HOUSING (CITY/COUNTY)  | 848,349                  | 593,085                  | 1,441,434              |
| WAGON DAYS FUND                  | 151,550                  | 17,854                   | 169,403                |
| WATER FUND                       | 2,815,101                | 0                        | 2,815,101              |
| WATER CAPITAL IMPROVEMENT FUND   | 559,000                  | 271,520                  | 830,520                |
| WASTEWATER FUND                  | 6,868,120                | 0                        | 6,868,120              |
| WASTEWATER CAPITAL IMP. FUND     | 4,248,090                | 0                        | 4,248,090              |
| <b>Total Expenditures</b>        | <b>37,914,809</b>        | <b>7,385,240</b>         | <b>45,300,048</b>      |

**REVENUE**

|                                                |                   |                   |                   |
|------------------------------------------------|-------------------|-------------------|-------------------|
| <b>GENERAL FUND</b>                            |                   |                   |                   |
| GENERAL PROPERTY TAXES                         | 4,895,073         | 0                 | 4,895,073         |
| OTHER REVENUE                                  | 7,512,033         | 1,295,229         | 8,807,262         |
| FUND BALANCE APPLIED                           | 89,956            | 344,930           | 434,886           |
| <b>TOTAL GENERAL FUND</b>                      | <b>12,497,062</b> | <b>1,640,159</b>  | <b>14,137,221</b> |
| <b>GENERAL CAPITAL IMPROVEMENT FUND</b>        | <b>1,131,128</b>  | <b>0</b>          | <b>1,131,128</b>  |
| FUND BALANCE APPLIED                           | 1,418,246         | 0                 | 1,418,246         |
| <b>TOTAL GENERAL CAPITAL IMPRVMT FUND</b>      | <b>2,549,374</b>  | <b>0</b>          | <b>2,549,374</b>  |
| <b>PARKS &amp; RECREATION TRUST FUND</b>       | <b>1,122,456</b>  | <b>0</b>          | <b>1,122,456</b>  |
| FUND BALANCE APPLIED                           | 0                 | 0                 | 0                 |
| <b>TOTAL PARKS &amp; RECREATION TRUST FUND</b> | <b>1,122,456</b>  | <b>0</b>          | <b>1,122,456</b>  |
| <b>POLICE TRUST FUND</b>                       | <b>7,500</b>      | <b>0</b>          | <b>7,500</b>      |
| FUND BALANCE APPLIED                           | 0                 | 0                 | 0                 |
| <b>TOTAL POLICE TRUST FUND</b>                 | <b>7,500</b>      | <b>0</b>          | <b>7,500</b>      |
| <b>DEVELOPMENT TRUST FUND</b>                  | <b>150,000</b>    | <b>100,000</b>    | <b>250,000</b>    |
| <b>ORIGINAL LOT FUND</b>                       | <b>2,700,000</b>  | <b>390,903</b>    | <b>3,090,903</b>  |
| FUND BALANCE APPLIED                           | 146,469           | 400,563           | 547,032           |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>2,846,469</b>  | <b>791,466</b>    | <b>3,637,935</b>  |
| <b>ADDITIONAL 1%-LOT FUND</b>                  | <b>2,066,247</b>  | <b>700,000</b>    | <b>2,766,247</b>  |
| FUND BALANCE APPLIED                           | 0                 | 904,900           | 904,900           |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>2,066,247</b>  | <b>1,604,900</b>  | <b>3,671,147</b>  |
| <b>GO BOND DEBT SERVICE FUND</b>               | <b>0</b>          | <b>0</b>          | <b>0</b>          |
| <b>FIRE CONSTRUCTION FUND</b>                  | <b>0</b>          | <b>0</b>          | <b>0</b>          |
| FUND BALANCE APPLIED                           | 268,722           | 0                 | 268,722           |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>268,722</b>    | <b>0</b>          | <b>268,722</b>    |
| <b>FIRE GO BOND FUND</b>                       | <b>611,769</b>    | <b>0</b>          | <b>611,769</b>    |
| FUND BALANCE APPLIED                           | 0                 | 0                 | 0                 |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>611,769</b>    | <b>0</b>          | <b>611,769</b>    |
| <b>COMMUNITY HOUSING IN-LIEU FUND</b>          | <b>305,000</b>    | <b>0</b>          | <b>305,000</b>    |
| FUND BALANCE APPLIED                           | 0                 | 2,366,256         | 2,366,256         |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>305,000</b>    | <b>2,366,256</b>  | <b>2,671,256</b>  |
| <b>COMMUNITY HOUSING (CITY/COUNTY)</b>         | <b>266,349</b>    | <b>623,085</b>    | <b>889,434</b>    |
| FUND BALANCE APPLIED                           | 582,000           | -30,000           | 552,000           |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>848,349</b>    | <b>593,085</b>    | <b>1,441,434</b>  |
| <b>WAGON DAYS FUND</b>                         | <b>151,550</b>    | <b>17,854</b>     | <b>169,404</b>    |
| FUND BALANCE APPLIED                           | 0                 | 0                 | 0                 |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>151,550</b>    | <b>17,854</b>     | <b>169,404</b>    |
| <b>WATER FUND</b>                              | <b>2,393,268</b>  | <b>0</b>          | <b>2,393,268</b>  |
| FUND BALANCE APPLIED                           | 421,833           | 0                 | 421,833           |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>2,815,101</b>  | <b>0</b>          | <b>2,815,101</b>  |
| <b>WATER CAPITAL IMPROVEMENT FUND</b>          | <b>559,000</b>    | <b>0</b>          | <b>559,000</b>    |
| FUND BALANCE APPLIED                           | 0                 | 271,520           | 271,520           |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>559,000</b>    | <b>271,520</b>    | <b>830,520</b>    |
| <b>WASTEWATER FUND</b>                         | <b>5,515,922</b>  | <b>0</b>          | <b>5,515,922</b>  |
| FUND BALANCE APPLIED                           | 1,352,198         | 0                 | 1,352,198         |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>6,868,120</b>  | <b>0</b>          | <b>6,868,120</b>  |
| <b>WASTEWATER CAPITAL IMP. FUND</b>            | <b>4,248,090</b>  | <b>7,000,000</b>  | <b>11,248,090</b> |
| FUND BALANCE APPLIED                           | 0                 | 0                 | 0                 |
| <b>TOTAL ORIGINAL LOT FUND FUND</b>            | <b>4,248,090</b>  | <b>7,000,000</b>  | <b>11,248,090</b> |
| <b>Total Revenue</b>                           | <b>37,914,809</b> | <b>14,385,240</b> | <b>52,300,049</b> |



City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date:  Staff Member/Dept:

Agenda Item:

Recommended Motion:

*"I move approval of first reading by title only of Ordinance 1251 and schedule the second reading."*

Reasons for Recommendation:

Idaho Title 50, Chapter 10.1002, Annual Budget

On June 26 the annual budget workshop was held where staff presented the draft budget for Council feedback. Overall, the Council supported the draft budget with the following homework items:

- Mountain Rides grant capital match request (\$600,000)
- General Fund contribution to Housing

The formal public budget hearing was held on July 17. Staff welcomes further policy guidance from the Council regarding any other amendments to the proposed budget. The next step is the second reading on the budget ordinance on August 21.

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

The Budget currently allocates fund of \$88,000 for sustainability activities in the General Fund

Financial Impact:

|                        |                                                               |
|------------------------|---------------------------------------------------------------|
| FY2024 Proposed Budget | \$39,687,376 total planned revenue and total planned expenses |
|------------------------|---------------------------------------------------------------|

Attachments:

1. FY2024 Budget Ordinance 1251
2. FY2024 Proposed Budget



AN ORDINANCE OF THE CITY OF KETCHUM, IDAHO, ENTITLED THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, APPROPRIATING TO THE VARIOUS BUDGETARY FUNDS, SUMS OF MONEY DEEMED NECESSARY TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES WITHIN EACH FUND FOR THE ENSUING FISCAL YEAR, AUTHORIZING A LEVY OF A SUFFICIENT TAX UPON THE TAXABLE PROPERTY AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SAID APPROPRIATION IS MADE, AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED by the Mayor and City Council of the City Ketchum, Blaine County, Idaho:

SECTION 1: That the sum of \$39,687,376 be raised and appropriated to defray the necessary expenses and liabilities of the City of Ketchum, Blaine County, Idaho for the fiscal year beginning October 1, 2023.

SECTION 2: That the City Council hereby appropriates each Fund as an independent fiscal and accounting group with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

SECTION 3: That the appropriation for the General Fund is made in the following amount to each specific division or function:

Legislative and Executive, Administrative, Legal, Community Planning and Development, Law Enforcement, Fire and Rescue, Street and Facility Maintenance, and Non-Departmental.

|                    |            |
|--------------------|------------|
| Total General Fund | 14,487,699 |
|--------------------|------------|

SECTION 4: That the appropriation for the Water and Wastewater Funds is made in the following amounts to each specific Fund, department, or function:

|                                     |            |
|-------------------------------------|------------|
| Water Fund                          | 3,168,928  |
| Water Capital Improvement Fund      | 785,000    |
| Wastewater Fund                     | 3,576,024  |
| Wastewater Capital Improvement Fund | 3,923,653  |
| Total Water and Wastewater Funds    | 11,453,605 |

SECTION 5: That the appropriation for all Other Funds is made in the following amounts to each specific Fund, department, or function:

|                                                 |            |
|-------------------------------------------------|------------|
| General Capital Improvement Fund                | 2,102,563  |
| Wagon Days Fund                                 | 171,250    |
| Original LOT Fund                               | 3,299,890  |
| Additional 1%-LOT Fund                          | 2,682,842  |
| GO Bond Debt Fire Fund                          | 610,769    |
| Community Housing In-Lieu Fund                  | 1,320,000  |
| City/County Housing (Strategic Initiative) Fund | 1,833,708  |
| Police Trust Fund                               | 7,500      |
| Parks & Recreation Trust Fund                   | 1,067,550  |
| Development Trust Fund                          | 650,000    |
| Total Other Funds                               | 13,746,072 |

SECTION 6: That a general tax levy on all taxable property within the City of Ketchum be levied in an amount allowed by law for the general purposes for said City, for the fiscal year beginning October 1, 2023.

SECTION 7: All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 8: This ordinance shall take effect and be in force upon its passage, approval, and publication in one issue of the Idaho Mountain Express, a newspaper of general circulation in the City of Ketchum, and the official newspaper of said City.

PASSED by the City Council and APPROVED by the Mayor of Ketchum this 5th day of September 2023.

ATTEST:

\_\_\_\_\_  
NEIL BRADSHAW, MAYOR

\_\_\_\_\_  
TRENT DONAT, CITY CLERK

# City of Ketchum | Fiscal Year 2024 Proposed Budget





**Neil Bradshaw – Mayor**

**Jim Slanetz – Council President**

**Amanda Breen – Council Member**

**Michael David – Council Member**

**Courtney Hamilton – Council Member**

**Jade Riley – City Administrator**

**Shellie Gallagher – City Treasurer**

**Aly Swindley – Management Analyst**



Following three years of unprecedented growth and change in our small mountain town, we are seeing the first signs of a return to the normal ebb and flow of mountain life. The “shoulder” or “slack” periods are returning but the seasonal slowdown is not as long or as pronounced as in pre-pandemic years.

After steep rises in both property prices and rental rates, increases have slowed and prices have plateaued, although at significantly higher levels. The higher property values continue to put a strain on the inventory of workforce housing and the affordability of living here. In turn, it has made it harder for local workers and businesses to provide goods and services to our residents and visitors.

While property values may have increased significantly, by state law the City's property tax revenue can only increase by 3%. This is far below the cost increases that we are experiencing. The disparity between the rate of revenue growth and rate of inflation creates a squeeze on our budget. Furthermore, the anticipated return to “normal” tourist visitation will likely lead to a slight decline in 2024 Local Option Tax (LOT) revenues despite inflationary effects.

To best address this challenge, our budget must adjust to the growing demands on our town and our efforts must be focused on three main areas:

**1. Housing for year-round residents**

- With the recent passing of the LOT ballot measure, we have more than \$1.5m of dedicated funds towards supporting our Housing Action Plan.

**2. Preserving the character and soul of Ketchum**

- We have funded an ambitious project to update our city comprehensive plan and zoning code that better reflects our community values and expectations whilst providing greater direction to prospective developers.

**3. Investing in our city's infrastructure**

- Our 5-year Capital Improve Plan (CIP) continues to prioritize the growing demand on city infrastructure although financial constraints continue to persist.

Our budget is aligned with our vision for Ketchum; namely a city that is **vibrant, connected, sustainable and safe**.



|                                        |         |
|----------------------------------------|---------|
| <b>BUDGET OVERVIEW</b>                 |         |
| Executive Summary                      | Page 1  |
| Revenue / Expenditure Overview by Fund | Page 2  |
| Authorized Staffing Overview by Fund   | Page 4  |
| General Fund Summary                   | Page 5  |
| <b>DEPARTMENTS</b>                     |         |
| Administration                         | Page 12 |
| Fire & Rescue                          | Page 14 |
| Legal Services                         | Page 17 |
| Legislative & Executive                | Page 18 |
| Planning & Building                    | Page 20 |
| Police                                 | Page 22 |
| Recreation                             | Page 24 |
| Streets & Facilities                   | Page 26 |
| <b>NON-DEPARTMENTAL</b>                | Page 29 |
| <b>LOCAL OPTION TAX FUND</b>           | Page 31 |
| <b>CAPITAL IMPROVEMENT PLAN</b>        | Page 38 |
| <b>ENTERPRISE FUNDS</b>                |         |
| Water Division                         | Page 45 |
| Wastewater Division                    | Page 52 |

|                                                                                                                                                                                                                                                                                        |         |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| <b>COMMUNITY HOUSING (CITY/COUNTY) FUND</b>                                                                                                                                                                                                                                            | Page 59 |
| <b>TRUST FUNDS</b>                                                                                                                                                                                                                                                                     | Page 61 |
| Development                                                                                                                                                                                                                                                                            |         |
| Parks and Recreation                                                                                                                                                                                                                                                                   |         |
| Police                                                                                                                                                                                                                                                                                 |         |
| <b>OTHER FUNDS</b>                                                                                                                                                                                                                                                                     | Page 63 |
| General Obligation and Debt Service Fund                                                                                                                                                                                                                                               |         |
| Community Housing In-Lieu                                                                                                                                                                                                                                                              |         |
| Wagon Days Fund                                                                                                                                                                                                                                                                        |         |
| <b>APPENDIX I – PROPOSED FEE SCHEDULE CHANGES</b>                                                                                                                                                                                                                                      |         |
| <b>APPENDIX II – CONTRACTS FOR SERVICES</b>                                                                                                                                                                                                                                            |         |
| <ul style="list-style-type: none"> <li>• Blaine County Sheriff – Ketchum Patrol Team</li> <li>• Idaho Dark Sky Alliance</li> <li>• Friends of the Sawtooth Avalanche Center</li> <li>• Mountain Humane</li> <li>• Mountain Rides</li> <li>• Sun Valley Economic Development</li> </ul> |         |



The Fiscal Year 2024 proposed budget assumes \$39,687,376 in total planned expenses and revenues. The total budget consists of the General Fund, Local Option Tax Fund, Capital Improvement Fund, two Enterprise Funds (Water and Wastewater), and four trusts or restricted purpose funds. The city adheres to the Government Finance Officers Association best practices when developing the budget. Specifically, this proposed budget ensures that ongoing costs are aligned with ongoing revenue sources. In addition, the proposed budget recommends that only a portion of the increased revenues be allocated to ongoing expenses in the event of an economic downturn.

The revenue forecast for the General Fund is less than Fiscal Year 2023 due to a lower forecast of planning and building revenues. The budget assumes a three percent increase of \$196,788 in property tax revenues as allowed by state law to fund inflationary expenses. State shared revenues have been adjusted by \$358,325 due to recent legislative formula adjustments. Revenue forecast for the Local Option Tax Fund was decreased to reflect a return to pre-COVID visitation numbers. The draft budget recommends that any additional revenues be allocated to support the Capital Improvement Plan.

The draft budget allocates funding for a new full-time administrative support position in the Administration Department to support the City Clerk/Business Manager. The budget makes allowances for a compensation increase for both contract (Fire Dept.) and non-contract employees to keep pace with inflation. Expenses related to health care and utilities (Idaho Power) were increased due to external rate changes. The General Fund as proposed is balanced as required by state law but the five-year forecast outlines future deficits based on historical cost increases and revenue performance. Staff will request policy guidance from the City Council during the budget workshop on this matter.

The city has two enterprise funds (Water & Wastewater), which are self-supporting via monthly customer charges. In November of 2022, voters overwhelmingly supported the issuance of up to \$14 million in bonds to support the implementation of the newly adopted twenty-year Master Wastewater Facility Plan. During the spring of 2023, the city issued the first \$7 million in bonds to fund the next three to five years of capital improvement projects. The ten-year financial model assumes a five-percent rate increase in FY24.

The capital improvement plan and associated 10-year financial forecast for the Water Division has been updated and is reflected in the draft budget expenses. The City Council previously approved the transition towards a broader tiered rate structure similar to the City of Hailey's in order to promote water conservation. The financial forecast assumes a five-percent rate increase to recover increased costs for utilities (power) and personnel.

The following pages provide an overview of all funds by revenue and expense; department details are covered on pages 11-28. Details regarding outside contract entities are included as an appendix.



City of Ketchum | 2024 Draft Budget  
 Revenue / Expenditure Overview by Fund

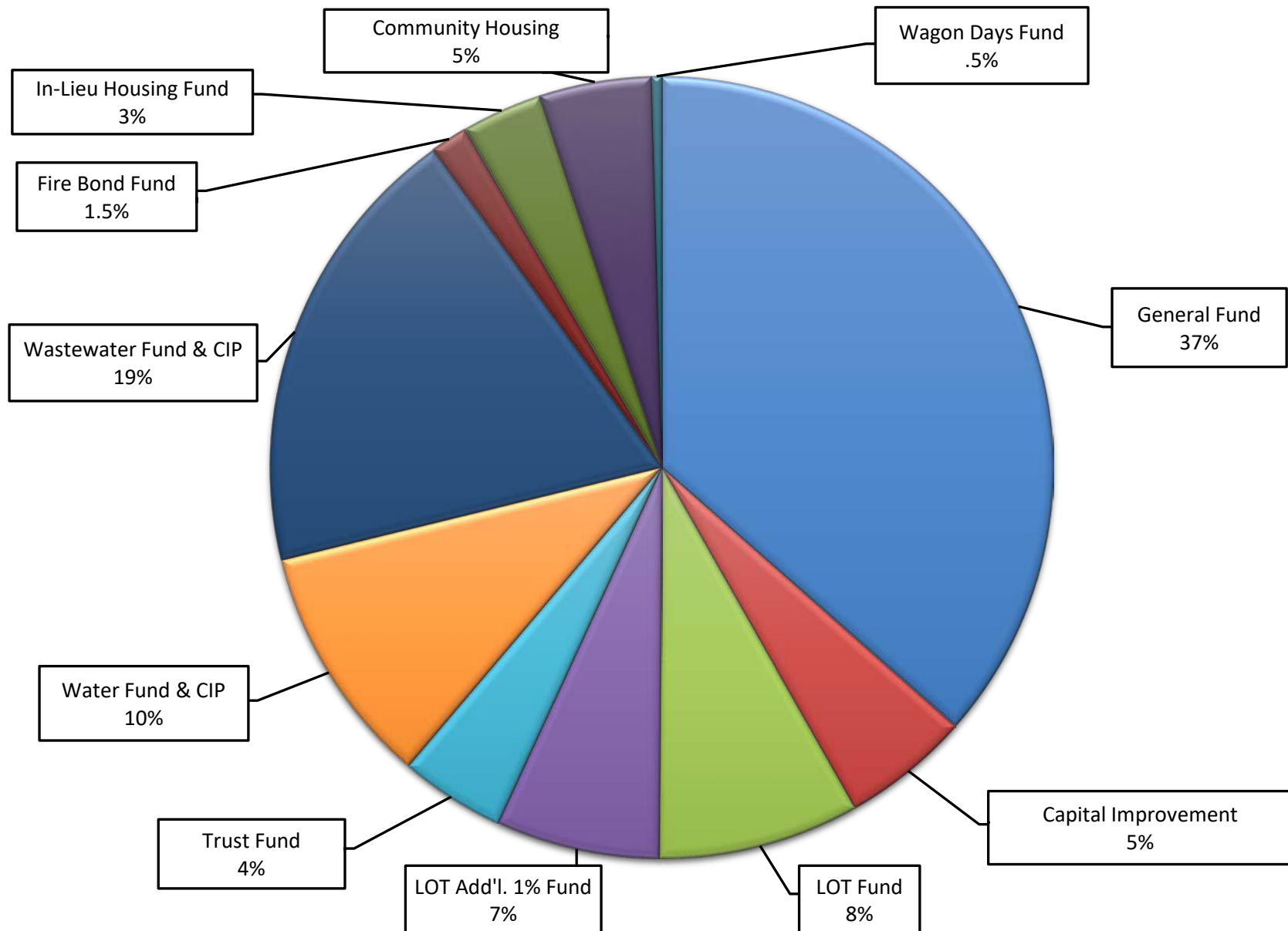
| AMENDED FY 2023       | FY 2022 Audited Fund Balance | FY 2022 Committed & Restricted | FY 2023 Assigned Fund Balance | FY 2023 Revenue      | FY2023 Expense       | FY 2023 Ending Balance Less Committed & Restricted |
|-----------------------|------------------------------|--------------------------------|-------------------------------|----------------------|----------------------|----------------------------------------------------|
| General Fund          | \$ 5,763,011                 | \$ (2,214,457)                 | \$ 89,956                     | \$ 14,047,265        | \$ 14,137,221        | \$ 3,458,598                                       |
| Capital Improvement   | \$ 2,418,246                 | \$ (1,000,000)                 | \$ 1,418,246                  | \$ 1,131,128         | \$ 2,549,374         | \$ 1,000,000                                       |
| LOT Fund              | \$ 400,563                   | \$ -                           | \$ 400,563                    | \$ 3,237,372         | \$ 3,637,935         | \$ -                                               |
| Additional 1%         | \$ 1,021,495                 | \$ -                           | \$ 904,900                    | \$ 2,766,247         | \$ 3,671,147         | \$ 116,595                                         |
| Trust Fund            | \$ 255,394                   | \$ -                           | \$ 255,394                    | \$ 1,124,562         | \$ 1,379,956         | \$ -                                               |
| Water Fund & CIP      | \$ 3,248,329                 | \$ -                           | \$ 693,353                    | \$ 2,952,268         | \$ 3,645,621         | \$ 2,554,976                                       |
| Wastewater Fund & CIP | \$ 2,961,801                 | \$ -                           | \$ 1,352,198                  | \$ 16,764,013        | \$ 11,116,211        | \$ 8,609,603                                       |
| Fire Bond Fund        | \$ 278,065                   | \$ -                           | \$ 268,722                    | \$ 611,769           | \$ 880,491           | \$ 9,343                                           |
| In-Lieu Housing Fund  | \$ 2,366,256                 | \$ -                           | \$ 2,366,256                  | \$ 305,000           | \$ 2,671,256         | \$ -                                               |
| Community Housing     | \$ 552,000                   | \$ -                           | \$ 552,000                    | \$ 889,434           | \$ 1,441,434         | \$ -                                               |
| Wagon Days Fund       | \$ 17,854                    | \$ -                           | \$ 17,854                     | \$ 151,550           | \$ 169,404           | \$ -                                               |
| <b>TOTAL FUNDS</b>    | <b>\$ 19,283,014</b>         | <b>\$ (3,214,457)</b>          | <b>\$ 8,319,442</b>           | <b>\$ 43,980,608</b> | <b>\$ 45,300,050</b> | <b>\$ 15,749,115</b>                               |

| FY 2024               | Beginning Fund Balance Not Audited | FY 2023 Committed & Restricted | FY 2024 Assigned Fund Balance | FY 2024 Revenue      | FY 2024 Transfers   | FY 2024 Expense      | FY 2024 Transfers   | FY 2024 Ending Balance | FY 2024 Committed, Restricted, CIP not complete | FY 2024 Ending Balance Less Committed & Restricted |
|-----------------------|------------------------------------|--------------------------------|-------------------------------|----------------------|---------------------|----------------------|---------------------|------------------------|-------------------------------------------------|----------------------------------------------------|
| General Fund          | \$ 3,458,598                       | \$ 2,214,457                   | \$ 674,835                    | \$ 10,798,630        | \$ 3,014,234        | \$ 14,487,699        | \$ -                | \$ 4,998,220           | \$ (2,462,909)                                  | \$ 2,535,311                                       |
| Capital Improvement   | \$ -                               | \$ 1,000,000                   | \$ 1,320,000                  | \$ 782,563           | \$ -                | \$ 2,102,563         | \$ -                | \$ 1,000,000           | \$ (1,000,000)                                  | \$ -                                               |
| LOT Fund              | \$ -                               | \$ -                           | \$ 104,000                    | \$ 3,195,890         | \$ -                | \$ 1,086,236         | \$ 2,213,654        | \$ -                   | \$ -                                            | \$ -                                               |
| Additional 1%         | \$ 116,595                         | \$ -                           | \$ 116,595                    | \$ 2,566,247         | \$ -                | \$ 2,616,595         | \$ 66,247           | \$ -                   | \$ -                                            | \$ -                                               |
| Trust Fund            | \$ -                               | \$ -                           | \$ 1,725,050                  | \$ -                 | \$ -                | \$ 1,725,050         | \$ -                | \$ -                   | \$ -                                            | \$ -                                               |
| Water Fund & CIP      | \$ 2,554,976                       | \$ -                           | \$ 539,883                    | \$ 3,414,045         | \$ -                | \$ 3,193,928         | \$ 760,000          | \$ 2,015,093           | \$ -                                            | \$ 2,015,093                                       |
| Wastewater Fund & CIP | \$ 8,609,603                       | \$ -                           | \$ 1,498,226                  | \$ 5,421,524         | \$ 579,927          | \$ 6,919,750         | \$ 579,927          | \$ 7,111,377           | \$ -                                            | \$ 7,111,377                                       |
| Fire Bond Fund        | \$ 9,343                           | \$ -                           | \$ -                          | \$ 610,769           | \$ -                | \$ 610,769           | \$ -                | \$ -                   | \$ -                                            | \$ -                                               |
| In-Lieu Housing Fund  | \$ -                               | \$ -                           | \$ -                          | \$ 1,320,000         | \$ -                | \$ 1,320,000         | \$ -                | \$ -                   | \$ -                                            | \$ -                                               |
| Community Housing     | \$ -                               | \$ -                           | \$ 148,152                    | \$ 1,685,556         | \$ -                | \$ 1,833,708         | \$ -                | \$ -                   | \$ -                                            | \$ -                                               |
| Wagon Days Fund       | \$ -                               | \$ -                           | \$ -                          | \$ 171,250           | \$ -                | \$ 171,250           | \$ -                | \$ -                   | \$ -                                            | \$ -                                               |
| <b>TOTAL FUNDS</b>    | <b>\$ 14,749,115</b>               | <b>\$ 3,214,457</b>            | <b>\$ 6,126,741</b>           | <b>\$ 29,966,474</b> | <b>\$ 3,594,161</b> | <b>\$ 36,067,548</b> | <b>\$ 3,619,828</b> | <b>\$ 15,124,690</b>   | <b>\$ (3,462,909)</b>                           | <b>\$ 11,661,781</b>                               |





City of Ketchum | 2024 Draft Budget  
Revenue / Expenditure Overview by Fund



# Authorized Staffing Overview by Fund

| Position                                         | FY 21/22 Budget | FY 22/23 Budget | FY 23/24 Budget | Position                                         | FY 21/22 Budget        | FY 22/23 Budget        | FY 23/24 Budget        |
|--------------------------------------------------|-----------------|-----------------|-----------------|--------------------------------------------------|------------------------|------------------------|------------------------|
| <b>Legislative &amp; Executive</b>               |                 |                 |                 | <b>Streets</b>                                   |                        |                        |                        |
| Mayor                                            | 1               | 1               | 1               | Director of Streets & Facility Maintenance       | 1                      | 1                      | 1                      |
| City Council Members                             | 4               | 4               | 4               | Street Supervisor                                | 1                      | 1                      | 1                      |
|                                                  | <u>5</u>        | <u>5</u>        | <u>5</u>        | Sr. Street Mechanic                              | 1                      | 1                      | 1                      |
| <b>Administration</b>                            |                 |                 |                 | Street Crew Lead                                 | 1                      | 1                      | 1                      |
| City Administrator                               | 1               | 1               | 1               | Equipment Operator III                           | 1                      | 3                      | 3                      |
| Public Affairs & Administrative Services Manager | 1               | 1               | 1               | Equipment Operator II                            | 3                      | 1                      | 1                      |
| City Treasurer                                   | 1               | 1               | 1               | Equipment Operator I                             | 0                      | 1                      | 1                      |
| City Clerk                                       | 1               | 1               | 1               | Shared position with Facility Maintenance        | 0.5                    | 0.5                    | 0.5                    |
| Administrative Clerk                             | 0               | 0               | 1               | Equipment Operator (winter only)                 | 3                      | 3                      | 3                      |
| Deputy Treasurer                                 | 1               | 1               | 1               | Administrative Assistant                         | 1                      | 1                      | 1                      |
| Deputy Clerk                                     | 1               | 1               | 0               | Winter seasonal                                  | 2                      | 1                      | 1                      |
| Business License & Tax Specialist                | 1               | 1               | 1               |                                                  | <u>14.5</u>            | <u>14.5</u>            | <u>14.5</u>            |
| Special Event Manager                            | 0               | 0               | 1               | <b>Facility Maintenance</b>                      |                        |                        |                        |
| Administrative Assistant (Public Counter)        | 1               | 1               | 1               | Maintenance Supervisor/City Arborist             | 1                      | 1                      | 1                      |
| Management & Communications Analyst              | 1               | 1               | 1               | Buildings and Facilities Supervisor              | 1                      | 1                      | 1                      |
|                                                  | <u>9</u>        | <u>9</u>        | <u>10</u>       | Grounds Supervisor                               | 1                      | 1                      | 1                      |
| <b>Fire &amp; Rescue</b>                         |                 |                 |                 | Maintenance Worker --WSP                         | 0                      | 1                      | 1                      |
| Fire Chief                                       | 1               | 1               | 1               | Maintenance Assistant 1 shared                   | 1.5                    | 1.5                    | 1.5                    |
| Assistant Fire Chief/Fire Marshall               | 1               | 1               | 1               | Maintenance Assistant (seasonal)                 | 1                      | 1                      | 1                      |
| Fire Inspector                                   | 1               | 1               | 1               | Maintenance Janitors                             | 0                      | 2                      | 2                      |
| Captain                                          | 3               | 3               | 3               |                                                  | <u>5.5</u>             | <u>8.5</u>             | <u>8.5</u>             |
| Sr. Lieutenant                                   | 2               | 2               | 2               | <b>Enterprise Funds</b>                          |                        |                        |                        |
| Lieutenant                                       | 4               | 4               | 4               | Public Works Director                            | 1                      | 1                      | 1                      |
| Engineer/Firefighter                             | 2               | 2               | 2               | Water Division Supervisor                        | 1                      | 1                      | 1                      |
| Firefighter/EMT                                  | 0               | 1               | 2               | Water Utilities Supervisor                       | 1                      | 1                      | 1                      |
| Fire Clerk                                       | 1               | 1               | 1               | Water Utilities Office Coordinator (shared)      | 0.5                    | 0.5                    | 0.5                    |
| Volunteer Firefighters                           | 40              | 40              | 40              | Water Utility Maintenance Worker                 | 3                      | 3                      | 3                      |
|                                                  | <u>15</u>       | <u>16</u>       | <u>17</u>       | Wastewater Division Supervisor                   | 1                      | 1                      | 1                      |
| <b>Police</b>                                    |                 |                 |                 | Wastewater Collection Supervisor                 | 1                      | 1                      | 1                      |
| Community Services Officer                       | 2.5             | 2.5             | 2.5             | Wastewater Plant Lab Technician                  | 1                      | 1                      | 1                      |
| <b>Recreation</b>                                |                 |                 |                 | Wastewater TP Lead Operator                      | 1                      | 1                      | 1                      |
| Director of Recreation                           | 1               | 1               | 1               | Sr. Wastewater Utilities Operator                | 1                      | 1                      | 1                      |
| Recreation Supervisor                            | 1               | 1               | 1               | Wastewater Utilities Office Coordinator (shared) | 0.5                    | 0.5                    | 0.5                    |
| Community Recreation Supervisor                  | 1               | 1               | 1               |                                                  | <u>12</u>              | <u>12</u>              | <u>12</u>              |
| Youth Recreation Supervisor                      | 1               | 1               | 1               |                                                  |                        |                        |                        |
| Seasonal and PT Employees                        | 4 to 20         | 4 to 20         | 4 to 20         |                                                  | <b>FY 21/22 Budget</b> | <b>FY 22/23 Budget</b> | <b>FY 23/24 Budget</b> |
|                                                  | <u>4</u>        | <u>4</u>        | <u>4</u>        | <b>City Staffing Summary</b>                     |                        |                        |                        |
| <b>Planning &amp; Building</b>                   |                 |                 |                 | Legislative & Executive                          | 5                      | 5                      | 5                      |
| Director of Planning and Building                | 1               | 1               | 1               | Administration                                   | 9                      | 9                      | 10                     |
| Senior Planner                                   | 2               | 2               | 2               | Fire & Rescue                                    | 15                     | 16                     | 17                     |
| Associate Planner                                | 1               | 2               | 2               | Police                                           | 2.5                    | 2.5                    | 2.5                    |
| Planning Technician                              | 1               | 1               | 1               | Recreation                                       | 4                      | 4                      | 4                      |
| Planning Intern                                  | 0               | 0               | 0.5             | Planning & Building                              | 5                      | 6                      | 6.5                    |
|                                                  | <u>5</u>        | <u>6</u>        | <u>6.5</u>      | Streets                                          | 14.5                   | 14.5                   | 14.5                   |
| <b>City Housing</b>                              |                 |                 |                 | Facility Maintenance                             | 5.5                    | 8.5                    | 8.5                    |
| Executive Director                               | 0               | 1               | 1               | Utility Director                                 | 1                      | 1                      | 1                      |
| Program Administrator & Case Manager (BCC)       | 0               | 1               | 1               | Water                                            | 5.5                    | 5.5                    | 5.5                    |
| Administrative Assistant                         | 0               | 0.5             | 0.5             | Wastewater                                       | 5.5                    | 5.5                    | 5.5                    |
|                                                  | <u>0</u>        | <u>2.5</u>      | <u>2.5</u>      | City Housing                                     | 0                      | 2.5                    | 2.5                    |
|                                                  |                 |                 |                 | <b>Totals</b>                                    | <b>72.5</b>            | <b>80</b>              | <b>82.5</b>            |



City of Ketchum | 2024 Draft Budget  
General Fund Summary

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The General Fund is the City's primary source of funding for daily operations ranging from police and fire/EMS services to street maintenance to children's recreation programs. The primary revenue sources for the fund include property taxes, state revenue sharing, transfer from the Local Option Tax Fund, planning and building permits, and franchise fees.

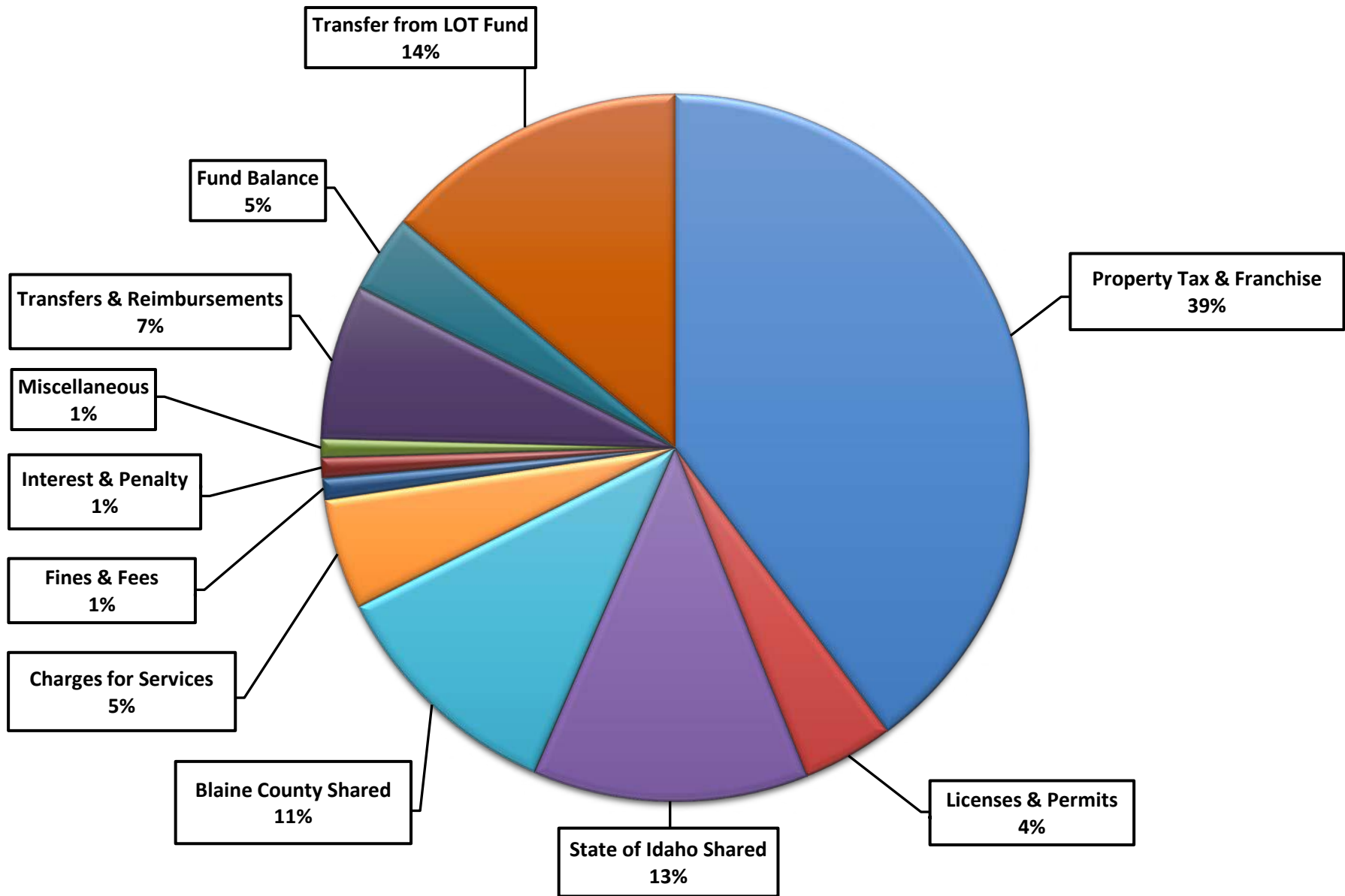
Revenues are forecasted to slightly decrease of approximately \$207,000 compared to the city amended budget from FY2023. However, the following revenues will see an increase: Local Option Tax transfer by \$100,000; property tax and franchise fees by \$289,031; and state and county shared fees by \$81,263.

Planned expenses are proposed to decrease by \$7,133 with \$150,000 in one-time spending. The revised budget allocates on-going funding for increases in health care, vehicle fuel, and power due to external rate changes. The revised budget allocates a blend of a 3% base compensation increase and a one-time 3% bonus.

The draft budget also allocates funding to add one full-time position in the Administration Department for overall assistance to city departments. Partial funding (\$50,000) was identified through altering the current communications contract. The budget makes allowances for the third year in the collective bargaining agreement with the Fire Department.

It is important to note that the recommended budget adheres to the restricted fund balances set by City Council of 17%.

# FY 2024 General Fund Resources



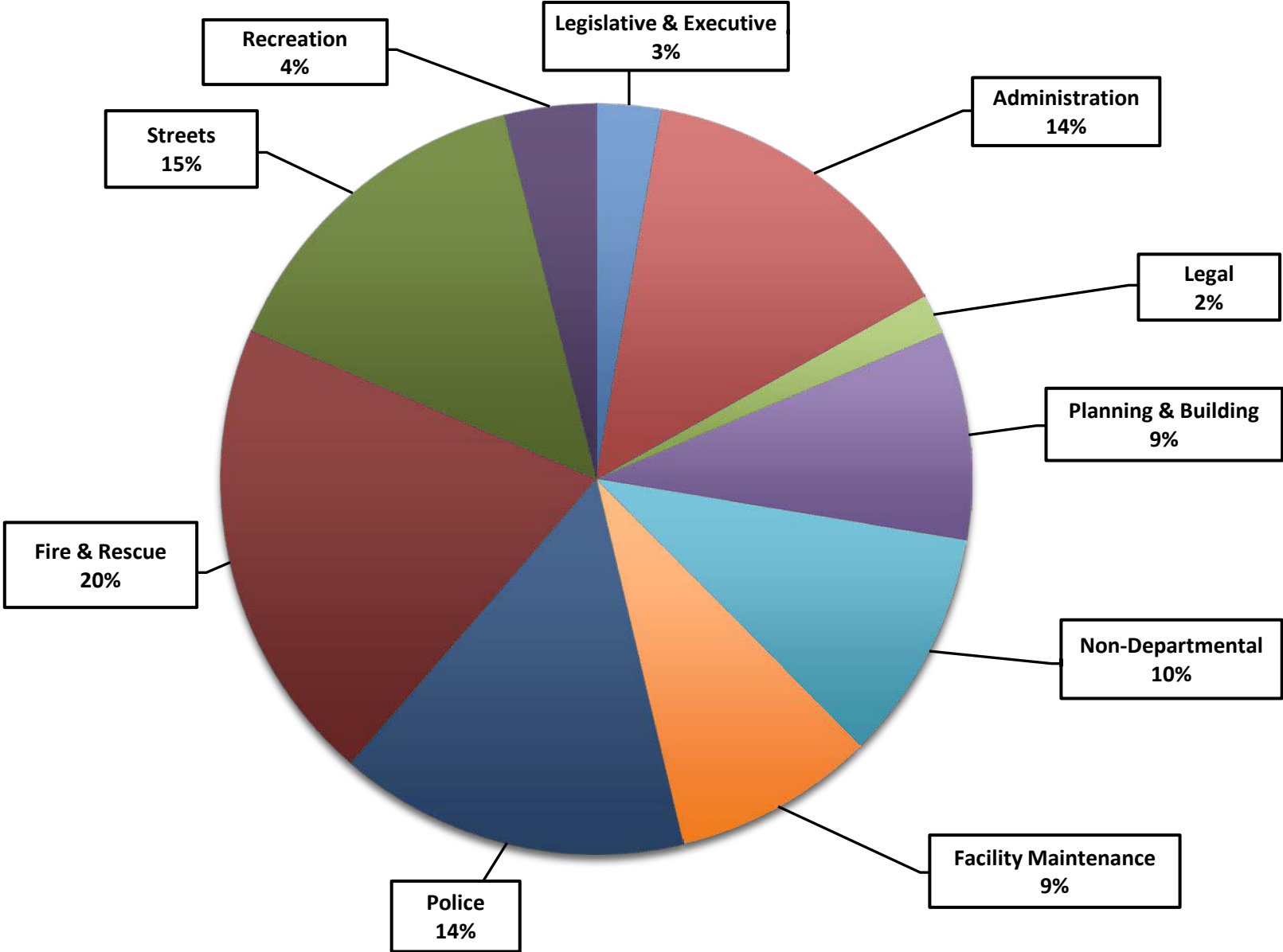
## General Fund Detailed Revenue

|    |                                        | FY 2021 AUDITED  | FY 2022 AUDITED  | FY 2023 AMENDED  | FY 2024 PROPOSED |
|----|----------------------------------------|------------------|------------------|------------------|------------------|
|    |                                        | ACTUALS          | ACTUALS          | BUDGET           | BUDGET           |
| 1  | <b>1. PROPERTY TAX &amp; FRANCHISE</b> | <b>5,143,167</b> | <b>5,389,344</b> | <b>5,507,486</b> | <b>5,704,274</b> |
| 2  | 1000-GENERAL PROPERTY TAXES            | 4,603,017        | 4,783,073        | 4,895,073        | 5,065,132        |
| 3  | 1050-PROPERTY TAX REPLACEMENT          | 11,416           | 11,373           | 11,714           | 11,800           |
| 4  | 6100-IDAHO POWER FRANCHISE             | -                | -                | -                | -                |
| 5  | 6110-GAS FRANCHISE                     | 97,087           | 108,000          | 100,000          | 100,000          |
| 6  | 6120-T.V. CABLE FRANCHISE              | 165,779          | 151,064          | 165,000          | 165,000          |
| 7  | 6130-WATER UTILITY ROW FEE (5%)        | 91,446           | 112,351          | 121,832          | 129,677          |
| 8  | 6140-WASTEWATER UTILITY ROW FEE(5%)    | 83,481           | 115,934          | 121,624          | 136,664          |
| 9  | 6150-SOLID WASTE FRANCHISE             | 75,230           | 83,417           | 80,243           | 84,000           |
| 10 | 9000-PENALTY & INTEREST ON TAXES       | 15,711           | 24,132           | 12,000           | 12,000           |
| 11 | <b>2. LICENSES &amp; PERMITS</b>       | <b>612,469</b>   | <b>831,370</b>   | <b>520,750</b>   | <b>598,874</b>   |
| 12 | 1110-BEER LICENSES                     | 12,840           | 12,269           | 13,450           | 13,450           |
| 13 | 1120-LIQUOR LICENSES                   | 6,678            | 8,752            | 8,400            | 8,400            |
| 14 | 1130-WINE LICENSES                     | 14,617           | 14,221           | 14,000           | 14,000           |
| 15 | 1140-CATERING PERMITS                  | 1,100            | 1,497            | 1,000            | 1,000            |
| 16 | 1150-OFF-SITE BUS./SPECIAL EVENTS P    | 13,716           | 25,855           | 13,000           | 13,000           |
| 17 | 1400-BUSINESS LICENSES                 | 32,670           | 32,982           | 35,750           | 35,750           |
| 18 | 1410-SHORT TERM RENTAL LICENSES        | -                | 166,520          | 73,500           | 204,624          |
| 19 | 1520-TAXI-LIMO PERMITS                 | 1,455            | 2,535            | 2,750            | 2,750            |
| 20 | 2100-BUILDING PERMITS                  | 516,904          | 556,374          | 350,000          | 300,000          |
| 21 | 2140-RIGHT-OF-WAY PERMITS              | 10,504           | 8,650            | 7,000            | 4,000            |
| 22 | 2160-STREET EXCAVATION PERMIT FEE      | 1,860            | 1,716            | 1,900            | 1,900            |
| 23 | 2600-SNOW STORAGE PERMITS              | 125              | -                | -                | -                |
| 24 | 6800-TREE PERMITS/TREE REMOVAL PRMT    | -                | -                | -                | -                |
| 25 | <b>3. GRANTS</b>                       | <b>418,475</b>   | <b>367,271</b>   | <b>-</b>         | <b>-</b>         |
| 26 | 1120-FEDERAL GRANTS                    | 307,050          | 6,474            | -                | -                |
| 27 | 4000-STATE TRANSPORTATION GRANT        | -                | -                | -                | -                |
| 28 | 4100-STATE GRANTS                      | 107,675          | 31,747           | -                | -                |
| 29 | 4200-OTHER GRANTS                      | 3,750            | 329,050          | -                | -                |
| 30 | <b>4. STATE OF IDAHO SHARED</b>        | <b>1,701,999</b> | <b>1,732,909</b> | <b>1,729,694</b> | <b>1,805,957</b> |
| 31 | 5100-STATE LIQUOR APPORTIONMENT        | 428,870          | 404,523          | 409,315          | 407,421          |
| 32 | 5200-HIGHWAY USER'S REVENUE - STREE    | 172,462          | 216,713          | 200,568          | 257,992          |
| 33 | 5500-STATE SALES TAX ALLOCATION        | -                | -                | -                | -                |
| 34 | 5600-STATE SHARED REVENUE              | 1,100,666        | 1,111,673        | 1,119,811        | 1,140,544        |
| 35 | <b>5. COUNTY SHARED</b>                | <b>1,233,336</b> | <b>1,307,927</b> | <b>1,584,357</b> | <b>1,589,357</b> |
| 36 | 8400-COUNTY COURT FINES                | 34,071           | 36,684           | 35,000           | 40,000           |
| 37 | 8600-COUNTY AMBULANCE CONTRACT         | 1,199,265        | 1,271,243        | 1,513,357        | 1,513,357        |
| 38 | 8600-COUNTY AMBULANCE STORAGE          | -                | -                | 36,000           | 36,000           |
| 39 | 9400-BLAINE COUNTY HOUSING AUTHORIT    | -                | -                | -                | -                |

## General Fund Detailed Revenue, cont.

|    | FY 2021 AUDITED<br>ACTUALS                      | FY 2022 AUDITED<br>ACTUALS | FY 2023 AMENDED<br>BUDGET | FY 2024 PROPOSED<br>BUDGET |                   |
|----|-------------------------------------------------|----------------------------|---------------------------|----------------------------|-------------------|
| 40 | <b>6. CHARGES FOR SERVICES</b>                  | <b>1,095,012</b>           | <b>1,120,818</b>          | <b>781,500</b>             | <b>729,700</b>    |
| 41 | 1100-PLANNING FEES                              | 232,143                    | 112,495                   | 125,000                    | 100,000           |
| 42 | 1104-HOTEL FEES                                 | -                          | -                         | -                          | -                 |
| 43 | 1110-BUILDING PLAN CHECK FEES                   | 320,327                    | 351,027                   | 227,500                    | 195,000           |
| 44 | 1120-PLANNING PLAN CHECK FEES                   | 215,899                    | 246,781                   | 159,250                    | 136,500           |
| 45 | 1130-FIRE PLAN CHECK FEES                       | 215,635                    | 238,959                   | 159,250                    | 136,500           |
| 46 | 1400-MAILING FEES/PUBLICATION                   | -                          | -                         | -                          | -                 |
| 47 | 1500-REPRODUCTION/FINGERPRINT FEES              | 573                        | 328                       | 500                        | 500               |
| 48 | 2200-RURAL FIRE PROTECTION FEES                 | -                          | -                         | -                          | -                 |
| 49 | 2250-SPECIAL FIRE FEES                          | 12,716                     | 20,474                    | 5,000                      | 15,000            |
| 50 | 3000-ANIMAL TRANSPORTS                          | -                          | -                         | -                          | -                 |
| 51 | 3600-BANNER FEES                                | 3,150                      | 6,475                     | 6,000                      | 6,000             |
| 52 | 6100-BC SCH DIST.PARK MAINT. CONTR              | 15,000                     | 15,000                    | 16,500                     | 18,200            |
| 53 | 6300-PARK YOUTH PROGRAM FEES                    | 57,680                     | 98,167                    | 70,000                     | 100,000           |
| 54 | 6320-PARK USER FEES                             | 17,109                     | 22,608                    | 10,000                     | 15,000            |
| 55 | 6330-PARK SWIM TEAM                             | -                          | -                         | -                          | -                 |
| 56 | 6700-PARK CONCESSION SALES                      | 4,781                      | 8,378                     | 2,500                      | 7,000             |
| 57 | 6800-TREE SERVICES                              | -                          | 125                       | -                          | -                 |
| 58 | <b>7. FINES &amp; FEES</b>                      | <b>70,020</b>              | <b>47,779</b>             | <b>50,000</b>              | <b>116,000</b>    |
| 59 | 1100-PARKING FINES                              | 55,763                     | 38,960                    | 45,000                     | 112,000           |
| 60 | 1200-ELECTRIC VEHICLE CHARGING                  | 119                        | -                         | -                          | -                 |
| 61 | 1300- PAID PARKING                              | 14,138                     | 8,820                     | 5,000                      | 4,000             |
| 62 | <b>8. INTEREST &amp; RENTS</b>                  | <b>105,129</b>             | <b>113,246</b>            | <b>273,788</b>             | <b>132,468</b>    |
| 63 | 1000-INTEREST EARNINGS                          | 19,516                     | 39,839                    | 191,000                    | 50,000            |
| 64 | 1020-INTEREST EARNINGS-491 SV ROAD              | 0                          | 0                         | -                          | -                 |
| 65 | 1500-GAIN/LOSS ON INVESTMENTS                   | -                          | -                         | -                          | -                 |
| 66 | 2000-RENT                                       | 4,750                      | 3,730                     | 6,000                      | 6,000             |
| 67 | 2010-RENT-PARK RESERVATIONS                     | 10,075                     | 3,210                     | 6,000                      | 10,000            |
| 68 | 2020-RENT-491 SUN VALLEY ROAD                   | 70,788                     | 66,468                    | 70,788                     | 66,468            |
| 69 | 2020-RENT-LIFT TOWER LODGE                      | -                          | -                         | -                          | -                 |
| 70 | <b>9. MISCELLANEOUS</b>                         | <b>147,096</b>             | <b>5,013</b>              | <b>410,802</b>             | <b>122,000</b>    |
| 71 | 3600-REFUNDS & REIMBURSEMENTS                   | 135,695                    | 2,374                     | 388,802                    | 100,000           |
| 72 | 3610-REFUNDS & REIMBURSEMENTS-BLAINE CO HOUSING | -                          | -                         | -                          | -                 |
| 73 | 3610-REFUNDS & REIMBURSEMENTS-RESORT CITIES     | -                          | 2,500                     | 14,000                     | 14,000            |
| 74 | 3650-REFUNDS & REIMBURSEMENTS-BLAINE TOUR       | -                          | -                         | 8,000                      | 8,000             |
| 75 | 4000-SALE OF FIXED ASSETS                       | 1,225                      | 89                        | -                          | -                 |
| 76 | 4100-SALE OF FIXED ASSETS-STREET                | -                          | -                         | -                          | -                 |
| 77 | 6500-DONATIONS                                  | 175                        | -                         | -                          | -                 |
| 78 | 7000-MISCELLANEOUS                              | 9,626                      | 50                        | -                          | -                 |
| 79 | 7010-MISCELLANEOUS-STREET                       | -                          | -                         | -                          | -                 |
| 80 | 7020-FLOOD PLAIN PROG REIMBURSEMENT             | 375                        | -                         | -                          | -                 |
| 81 | 7030-BUILDING PERMIT REIMBURSEMENT              | -                          | -                         | -                          | -                 |
| 82 | <b>10. TRANSFERS &amp; REIMBURSEMENTS</b>       | <b>2,159,363</b>           | <b>2,581,202</b>          | <b>2,794,332</b>           | <b>3,014,234</b>  |
| 83 | 8701-KETCHUM RURAL REIMB-SAL/BEN                | 3,946                      | -                         | -                          | -                 |
| 84 | 8703-TRANSFER FROM GENERAL CIP                  | -                          | 270                       | -                          | -                 |
| 85 | 8718-TRANSFER STREET GO BOND                    | -                          | -                         | -                          | -                 |
| 86 | 8720-TRANSFER FRM FIRE TRUST FUND               | -                          | -                         | -                          | -                 |
| 87 | 8722-LOT REIMB-GF ADMIN.EXPENSES                | 2,500                      | 3,000                     | 3,000                      | 5,000             |
| 88 | 8722-TRANSFER FROM 1% ADD'L LOT FUND-HOUSING    | -                          | -                         | -                          | -                 |
| 89 | 8722-TRANSFER FROM LOT FUND                     | 1,309,465                  | 1,718,672                 | 1,900,000                  | 2,000,000         |
| 90 | 8763-REIMBURSEMENT FROM WATER FUND              | 279,172                    | 287,547                   | 218,048                    | 286,444           |
| 91 | 8764-WATER FUND REIMB-ADMIN.EXPENSE             | 106,090                    | 109,273                   | 96,486                     | 110,169           |
| 92 | 8765-REIMBUREMENT FROM WASTEWATER FD            | 279,172                    | 287,547                   | 298,280                    | 337,728           |
| 93 | 8766-WW FUND REIMB-ADMIN.EXPENSES               | 146,149                    | 150,533                   | 131,989                    | 129,893           |
| 94 | 8798-URA FND REIM-SALARIES/BENEFITS             | -                          | 24,359                    | 50,000                     | 120,000           |
| 95 | 8798-URA FUND REIMB-ADMIN. EXPENSES             | 32,869                     | -                         | 96,529                     | 25,000            |
| 96 | <b>11. FUND BALANCE</b>                         | <b>-</b>                   | <b>-</b>                  | <b>684,886</b>             | <b>674,835</b>    |
| 97 | 9000-FUND BALANCE                               | -                          | -                         | 684,886                    | 674,835           |
| 98 | <b>Grand Total</b>                              | <b>12,686,067</b>          | <b>13,496,877</b>         | <b>14,337,595</b>          | <b>14,487,698</b> |

FY 2024 General Fund Expenses



## FY 2024 General Fund Expenses

|                                                                | FY 2021<br>Audited Actuals | FY 2022<br>Audited<br>Actuals | FY 2023 Adopted<br>w/ Amended<br>Budget | FY 2024<br>Proposed<br>Budget | One-Time       |
|----------------------------------------------------------------|----------------------------|-------------------------------|-----------------------------------------|-------------------------------|----------------|
| <b>GENERAL FUND EXPENDITURES</b>                               | 12,316,001                 | 12,364,479                    | 14,137,221                              | 14,487,699                    |                |
|                                                                |                            |                               |                                         |                               |                |
| Expenditures                                                   | FY 2021<br>Audited Actuals | FY 2022<br>Audited<br>Actuals | FY 2023 Adopted<br>w/ Amended<br>Budget | FY 2024<br>Proposed<br>Budget | One-Time       |
| 1. Legislative & Executive                                     | 331,472                    | 360,635                       | 383,452                                 | 406,260                       |                |
| 2. Administration                                              | 1,829,993                  | 1,736,652                     | 1,744,915                               | 2,046,807                     |                |
| 3. Legal                                                       | 230,734                    | 238,600                       | 244,360                                 | 250,293                       |                |
| 4. Planning & Building                                         | 868,033                    | 915,451                       | 1,000,116                               | 1,298,506                     | 150,000        |
| 5. Non-Departmental                                            | 2,115,349                  | 2,239,799                     | 716,515                                 | 1,444,009                     |                |
| 6. Facility Maintenance                                        | 688,629                    | 954,728                       | 1,106,417                               | 1,258,992                     |                |
| 7. Police                                                      | 1,658,523                  | 1,843,947                     | 2,063,870                               | 2,183,891                     |                |
| 8. Fire & Rescue                                               | 2,130,718                  | 2,649,227                     | 2,622,064                               | 2,916,912                     |                |
| 9. Streets                                                     | 1,963,199                  | 1,891,540                     | 2,062,892                               | 2,110,716                     |                |
| 10. Recreation                                                 | 499,352                    | 607,505                       | 552,463                                 | 571,313                       |                |
| <b>Total Expenditures</b>                                      | <b>12,316,001</b>          | <b>13,438,084</b>             | <b>12,497,062</b>                       | <b>14,487,699</b>             | <b>150,000</b> |
|                                                                |                            |                               |                                         |                               |                |
| <b>Funding Requests</b>                                        |                            |                               |                                         |                               |                |
| 1. Communications one time anticipated                         |                            |                               | 34,151                                  |                               |                |
| 2. Comp & Zoning Plan one-time anticipated                     |                            |                               | 80,000                                  |                               |                |
| 3. KURA Reimbursement for Executive Director                   |                            |                               | 100,266                                 |                               |                |
| 4. Blaine City Tour(reimbursed)                                |                            |                               | 8,000                                   |                               |                |
| 5. #23016 Blaine Co Sustainability                             |                            |                               | 88,802                                  |                               |                |
| 6. Transfer to CIP Blaine Co refunds FY2020 & FY2021           |                            |                               | 253,802                                 |                               |                |
| 7. Transfer to City/County Housing                             |                            |                               | 266,349                                 |                               |                |
| 8. FY2022 KURA Reimburse In-Lieu fees transferred funds FY2023 |                            |                               | 201,061                                 |                               |                |
| 9. #23032 Irish Electric (city hall HVAC)                      |                            |                               | 4,860                                   |                               |                |
| 10. #23033 Thorton Heating (city hall HVAC)                    |                            |                               | 21,961                                  |                               |                |
| 11. #23039 Lobbyist                                            |                            |                               | 25,000                                  |                               |                |
| 12. #22813 Fire & Rescue New Ambulance FTE/ FAM Benies         |                            |                               | 31,906                                  |                               |                |
| 13. #22813 Sean Dumke Firefighter/para ambulance               |                            |                               | 88,094                                  |                               |                |
| 14. #22813 Fire & Rescue OT & Paid on call                     |                            |                               | 121,062                                 |                               |                |
| 15. #22813 Paramedic Certification                             |                            |                               | 5,200                                   |                               |                |
| 16. #23046 Apollo Professional Services Streets snow hauling   |                            |                               | 25,000                                  |                               |                |
| 17. #23048 BD Financial Consulting                             |                            |                               | 15,000                                  |                               |                |
| 18. #23053 Western States 2nd Dozer Rental                     |                            |                               | 30,000                                  |                               |                |
| 19. Streets snow hauling and staff time anticipated            |                            |                               | 198,645                                 |                               |                |
| 20. Streets overtime                                           |                            |                               | 41,000                                  |                               |                |
| 21.                                                            |                            |                               |                                         |                               |                |
| <b>Sub-total</b>                                               |                            |                               | <b>1,640,159</b>                        |                               |                |
| <b>Inflationary Changes</b>                                    |                            |                               |                                         |                               |                |
| 1.                                                             |                            |                               |                                         |                               |                |
| <b>Sub-total</b>                                               |                            |                               | -                                       |                               |                |
|                                                                |                            |                               |                                         |                               |                |
|                                                                | <b>12,316,001</b>          | <b>13,438,084</b>             | <b>14,137,221</b>                       | <b>14,487,699</b>             | <b>150,000</b> |





## Department Summaries



City of Ketchum | 2024 Draft Budget  
Administration Department

This budget contains the operating accounts for City Administration, Treasury and City Clerk. The City Administrator supports the Mayor and City Council, manages the budget, and provides oversight of all departments on day-to-day administration of city operations.

The Treasury and City Clerk teams are responsible for a range of services such as maintaining ordinances/resolutions, public record requests, and retention of city official records and information technology. In addition, the team prepares and maintains all financial accounting, payment of bills, procurement, and payroll.

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### Fiscal Year 2023 Highlights

- Salaries decreased due to moving General Fund use for a Public Works Director position to the Non-Departmental section.
- Professional Services increased due to a 10% contract increase with Ketchum Computers.
- Telephone & Communications increased due to a one-time payment to afford implementation of new fiber.

#### Personnel:

- No changes.

### Fiscal Year 2024 Highlights

- Request for one FTE (Admin Support Position) that would support City Clerk/Business Manager. Partial funding (\$50,000) was identified through altering the current communications contract.
- Professional Services increased due to contract increase with Ketchum Computers.

#### Personnel:

- One FTE added – Admin Support Position.

# Administrative Expenditures

|                           |                                     | FY 2021          | FY 2022          | FY 2023          | FY 2024          |
|---------------------------|-------------------------------------|------------------|------------------|------------------|------------------|
|                           |                                     | AUDITED          | AUDITED          | AMENDED          | PROPOSED         |
| GENERAL FUND EXPENDITURES |                                     | ACTUALS          | ACTUALS          | BUDGET           | BUDGET           |
| 36                        | <b>1. ADMINISTRATIVE</b>            | <b>1,829,993</b> | <b>1,639,012</b> | <b>1,794,066</b> | <b>2,046,807</b> |
| 37                        | <b>1. PERSONAL SERVICES</b>         | <b>1,116,628</b> | <b>1,050,843</b> | <b>1,113,898</b> | <b>1,354,519</b> |
| 38                        | 1000-SALARIES                       | 703,170          | 680,891          | 700,556          | 824,345          |
| 39                        | 1500-PART TIME SALARIES             | -                | -                | 10,000           | 10,000           |
| 40                        | 1900-OVERTIME                       | 137              | -                | -                | -                |
| 41                        | 2100-FICA TAXES-CITY                | 55,520           | 51,971           | 54,358           | 63,827           |
| 42                        | 2200-STATE RETIREMENT-CITY          | 92,285           | 93,319           | 84,840           | 92,162           |
| 43                        | 2400-WORKMEN'S COMPENSATION-CITY    | 505              | 915              | 1,492            | 1,498            |
| 44                        | 2500-HEALTH INSURANCE-CITY          | 200,742          | 195,651          | 228,862          | 306,944          |
| 45                        | 2505-HEALTH REIMBURSEMENT ACCT(HRA) | 7,472            | 2,500            | 7,575            | 12,342           |
| 46                        | 2510-DENTAL INSURANCE-CITY          | 5,255            | 5,505            | 6,189            | 6,746            |
| 47                        | 2515-VISION REIMBURSEMENT ACCT(HRA) | 4,144            | 1,316            | 3,900            | 5,100            |
| 48                        | 2550-HEALTH-VISION-CAFETERIA ADMIN  | -                | -                | -                | -                |
| 49                        | 2600-LONG TERM DISABILITY           | 2,752            | 2,487            | 3,126            | 3,655            |
| 50                        | 2700-VACATION/SICK ACCRUAL PAYOUT   | 32,646           | 4,290            | -                | 15,900           |
| 51                        | 2710-VACATION/COMPENSATION PAYOUT   | -                | -                | -                | -                |
| 52                        | 2760-EMPLOYEE HOUSING SUBSIDY       | 12,000           | 12,000           | 12,000           | 12,000           |
| 53                        | 2800-STATE UNEMPLOYMENT INSURANCE   | -                | -                | 1,000            | -                |
| 54                        | 2900-PERFORMANCE AWARDS             | -                | -                | -                | -                |
| 55                        | <b>2. MATERIALS AND SERVICES</b>    | <b>711,119</b>   | <b>584,455</b>   | <b>679,168</b>   | <b>691,288</b>   |
| 56                        | 3100-OFFICE SUPPLIES & POSTAGE      | 17,197           | 23,200           | 20,000           | 20,000           |
| 57                        | 3310-STATE SALES TAX-GEN.GOV. & PAR | 115              | 31               | 500              | 500              |
| 58                        | 3600-COMPUTER SOFTWARE              | -                | -                | -                | -                |
| 59                        | 4000-ELECTIONS                      | -                | -                | -                | -                |
| 60                        | 4200-PROFESSIONAL SERVICES          | 88,493           | 80,126           | 116,500          | 122,525          |
| 61                        | 4400-ADVERTISING & LEGAL PUBLICATIO | 16,241           | 11,625           | 12,000           | 12,000           |
| 62                        | 4600-PROPERTY & LIABILITY INSURANCE | 100,381          | 87,204           | 93,778           | 116,015          |
| 63                        | 4800-DUES, SUBSCRIPTIONS & MEMBERSH | 3,850            | 4,192            | 5,000            | 5,000            |
| 64                        | 4900-PERSONNEL TRAINING/TRAVEL/MTG  | 1,483            | 1,085            | 5,000            | 5,000            |
| 65                        | 4902-TRAINNG/TRVL/MTG-CITY ADM/ASST | 297              | 922              | 5,000            | 5,000            |
| 66                        | 4950-TUITION REIMBURSEMENT          | -                | -                | -                | -                |
| 67                        | 5100-TELEPHONE & COMMUNICATIONS     | 74,062           | 85,753           | 106,020          | 84,840           |
| 68                        | 5110-COMPUTER NETWORK               | 114,128          | 111,654          | 73,191           | 85,426           |
| 69                        | 5150-COMMUNICATIONS                 | 67,073           | 61,275           | 104,451          | 90,000           |
| 70                        | 5200-UTILITIES                      | 48,571           | 37,358           | 37,440           | 42,682           |
| 71                        | 5210-SOLID WASTE COLLECTION         | 52               | -                | -                | -                |
| 72                        | 5220-RECYCLING PROGRAM-ERC          | -                | -                | -                | -                |
| 73                        | 5900-REPAIR & MAINTENANCE-BUILDINGS | 36,441           | 2,234            | -                | -                |
| 74                        | 5910-REPAIR & MAINT-491 SV ROAD     | 85,030           | -                | -                | -                |
| 75                        | 6500-CONTRACTS FOR SERVICES         | 57,706           | 48,478           | 70,000           | 70,000           |
| 76                        | 6510-COMPUTER SERVICES              | -                | 29,318           | 30,288           | 32,300           |
| 77                        | <b>3. CAPITAL OUTLAY</b>            | <b>2,246</b>     | <b>3,714</b>     | <b>1,000</b>     | <b>1,000</b>     |
| 78                        | 7400-OFFICE FURNITURE & EQUIPMENT   | 2,246            | 3,714            | 1,000            | 1,000            |



The Fire and Rescue Department provides a range of emergency services, from municipal fire protection services to backcountry rescue. They provide paramedic level emergency medical care to the City of Ketchum and the entire northern Blaine County through a contract for services with the Blaine County Ambulance District. The department is composed of highly trained career, full-time staff as well as trained paid-on-call firefighters.

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### Fiscal Year 2023 Highlights

- Budget included the 2<sup>nd</sup> year of the labor contract.
- Assumed a 3% revenue increase for ambulance contract. A higher budget request (\$371,062) was submitted to the Ambulance District.

#### Personnel:

- New Short Term Rental Fire Inspector position.

### Fiscal Year 2024 Highlights

- Funding for the 3<sup>rd</sup> and final year of the collective labor agreement.

#### Personnel:

- FY23 interim budget change included two positions to keep up with 49% increase in calls for service over last four years.

## Fire and Rescue Expenditures

| GENERAL FUND EXPENDITURES |                                     | FY 2021<br>AUDITED<br>ACTUALS | FY 2022<br>AUDITED<br>ACTUALS | FY 2023<br>AMENDED<br>BUDGET | FY 2024<br>PROPOSED<br>BUDGET |
|---------------------------|-------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| 224                       | <b>8. FIRE &amp; RESCUE</b>         | <b>2,130,718</b>              | <b>2,570,687</b>              | <b>2,868,326</b>             | <b>2,916,912</b>              |
| 225                       | <b>1. PERSONAL SERVICES</b>         | <b>1,886,719</b>              | <b>2,240,896</b>              | <b>2,524,946</b>             | <b>2,536,332</b>              |
| 226                       | 1000-SALARIES                       | 993,714                       | 1,170,099                     | 1,262,932                    | 1,322,479                     |
| 227                       | 1500-PAID ON-CALL WAGES             | 129,410                       | 130,419                       | 256,062                      | 135,000                       |
| 228                       | 1700-WOOC (WORKING OUT OF CLASS)    | -                             | 8,828                         | 6,500                        | 6,500                         |
| 229                       | 1900-OVERTIME                       | 50,085                        | 100,775                       | 75,000                       | 75,000                        |
| 230                       | 2100-FICA TAXES-CITY                | 89,327                        | 107,126                       | 103,997                      | 101,170                       |
| 231                       | 2200-STATE RETIREMENT-CITY          | 5,798                         | 6,481                         | 5,941                        | -                             |
| 232                       | 2300-FIREMEN'S RETIREMENT-CITY      | 122,521                       | 152,675                       | 150,360                      | 186,168                       |
| 233                       | 2310-DEF.COMP-Pd On Call/PT Emp     | -                             | -                             | 12,000                       | 12,000                        |
| 234                       | 2400-WORKMEN'S COMPENSATION-CITY    | 31,763                        | 40,677                        | 37,803                       | 40,000                        |
| 235                       | 2500-HEALTH INSURANCE-CITY          | 358,555                       | 429,031                       | 477,272                      | 519,578                       |
| 236                       | 2505-HEALTH REIMBURSEMENT ACCT(HRA) | 18,130                        | 12,882                        | 20,625                       | 20,575                        |
| 237                       | 2510-DENTAL INSURANCE-CITY          | 9,522                         | 10,461                        | 10,882                       | 10,935                        |
| 238                       | 2515-VISION REIMBURSEMENT ACCT(HRA) | 4,702                         | 2,724                         | 8,100                        | 8,100                         |
| 239                       | 2520-WORKMEN'S COMP. COVERAGE       | -                             | (1,012)                       | -                            | -                             |
| 240                       | 2530-EMPLOYEE MEDICAL SERVICES      | 156                           | -                             | 3,000                        | 3,000                         |
| 241                       | 2535-VEBA                           | 40,200                        | 47,700                        | 46,800                       | 57,600                        |
| 242                       | 2540-MERP-MEDICAL EXP REIMBURSEMENT | 5,025                         | 5,400                         | 5,850                        | 7,200                         |
| 243                       | 2550-HEALTH-VISION-CAFETERIA ADMIN  | -                             | -                             | -                            | -                             |
| 244                       | 2600-LONG TERM DISABILITY           | 4,033                         | 4,195                         | 5,025                        | 5,827                         |
| 245                       | 2700-VACATION/SICK ACCRUAL PAYOUT   | 23,779                        | 10,705                        | 23,238                       | 18,000                        |
| 246                       | 2710-VACATION/COMPENSATION PAYOUT   | -                             | 830                           | 6,359                        | -                             |
| 247                       | 2750-INSURANCE EQUILIZATION PAY     | -                             | -                             | -                            | -                             |
| 248                       | 2800-STATE UNEMPLOYMENT INSURANCE   | -                             | -                             | 3,000                        | 3,000                         |
| 249                       | 2900-PERFORMANCE AWARDS             | -                             | 898                           | 4,200                        | 4,200                         |

## Fire and Rescue Expenditures, cont.

| GENERAL FUND EXPENDITURES |                                     | FY 2021<br>AUDITED<br>ACTUALS | FY 2022<br>AUDITED<br>ACTUALS | FY 2023<br>AMENDED<br>BUDGET | FY 2024<br>PROPOSED<br>BUDGET |
|---------------------------|-------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| 250                       | <b>2. MATERIALS AND SERVICES</b>    | <b>153,889</b>                | <b>271,361</b>                | <b>284,950</b>               | <b>322,150</b>                |
| 251                       | 3200-OPERATING SUPPLIES FIRE        | 16,381                        | 31,013                        | 34,000                       | 34,000                        |
| 252                       | 3210-OPERATING SUPPLIES EMS         | 52,241                        | 50,912                        | 60,000                       | 60,000                        |
| 253                       | 3500-MOTOR FUELS & LUBRICANTS FIRE  | 5,498                         | 14,644                        | 8,000                        | 8,000                         |
| 254                       | 3510-MOTOR FUELS & LUBRICANTS EMS   | 4,730                         | 5,732                         | 8,000                        | 8,000                         |
| 255                       | 3600-COMPUTER SOFTWARE              | -                             | -                             | -                            | -                             |
| 256                       | 4200-PROFESSIONAL SERVICES FIRE     | 3,747                         | 24,760                        | 10,000                       | 10,000                        |
| 257                       | 4210-PROFESSIONAL SERVICES EMS      | 1,034                         | 945                           | 4,000                        | 2,000                         |
| 258                       | 4220-PROFESSIONAL SRVS FIRE CHIEF   | -                             | -                             | -                            | -                             |
| 259                       | 4800-DUES, SUBSCRIPTIONS & MEMBERSH | 193                           | -                             | -                            | -                             |
| 260                       | 4900-TRAINING/TRAVEL/MTG FIRE       | 3,312                         | 1,355                         | 8,000                        | 16,000                        |
| 261                       | 4902-FIRE CHIEF'S TRAINING          | -                             | -                             | -                            | -                             |
| 262                       | 4903-ASSISTANT FIRE CHIEF TRAINING  | -                             | 1,439                         | -                            | -                             |
| 263                       | 4910-TRAINING EMS                   | 7,187                         | 24,365                        | 20,200                       | 15,000                        |
| 264                       | 4920-TRAINING-FACILITY              | 5,306                         | 2,340                         | 2,200                        | 12,000                        |
| 265                       | 4950-TUITION REIMBURSEMENT          | -                             | -                             | -                            | -                             |
| 266                       | 5100-TELEPHONE & COMMUNICATION FIRE | 13,895                        | 20,197                        | 21,000                       | 21,000                        |
| 267                       | 5110-TELEPHONE & COMMUNICATION EMS  | 15,500                        | 17,987                        | 21,000                       | 21,000                        |
| 268                       | 5200-UTILITIES                      | -                             | 29,707                        | 40,000                       | 45,600                        |
| 269                       | 5900-REPAIR & MAINTENANCE-BUILDINGS | -                             | 192                           | -                            | 24,000                        |
| 270                       | 6000-REPAIR & MAINT-AUTO EQUIP FIRE | 8,943                         | 13,447                        | 16,000                       | 16,000                        |
| 271                       | 6010-REPAIR & MAINT-AUTO EQUIP EMS  | 2,236                         | 7,372                         | 12,000                       | 12,000                        |
| 272                       | 6100-REPAIR & MAINT--MACHINERY & EQ | 8,196                         | 6,796                         | 8,000                        | 8,000                         |
| 273                       | 6110-REPAIR & MAINT--MACHINERY & EQ | 833                           | 3,075                         | 2,300                        | 2,300                         |
| 274                       | 6900-OTHER PURCHASED SERVICES FIRE  | 2,784                         | 2,211                         | 3,250                        | 3,250                         |
| 275                       | 6910-OTHER PURCHASED SERVICES EMS   | 1,874                         | 12,873                        | 7,000                        | 4,000                         |
| 276                       | <b>3. CAPITAL OUTLAY</b>            | <b>33,680</b>                 | <b>-</b>                      | <b>58,430</b>                | <b>58,430</b>                 |
| 277                       | 7500-AUTOMOTIVE EQUIPMENT           | -                             | -                             | -                            | -                             |
| 278                       | 7600-OTHER MACHINERY & EQUIP FIRE   | 33,680                        | -                             | -                            | -                             |
| 279                       | 7610-OTHER MACHINERY & EQUIP EMS    | -                             | -                             | -                            | -                             |
| 280                       | 7700-LEASES                         | -                             | -                             | 58,430                       | 58,430                        |
| 281                       | <b>4. TRANSFERS</b>                 | <b>56,430</b>                 | <b>58,430</b>                 | <b>-</b>                     | <b>-</b>                      |
| 282                       | 8811-AERIAL TOWER LEASE             | 56,430                        | 58,430                        | -                            | -                             |



The Legal Services Department includes funding for the City Attorney and City Prosecutor. A contracted City Attorney provides legal counsel for the City, including the Mayor, City Council, Planning Commission and Staff. The City Attorney performs legal research; negotiates, reviews and drafts contracts, franchises, resolutions, and ordinances; monitors federal, state, and local laws and regulations, and defends City litigation.

### Fiscal Year 2023 Highlights

- Assumed a 3% increase in contract with the city attorney.

#### Personnel:

- No changes.

### Fiscal Year 2024 Highlights

- Assumes a 3% increase in contract with the city attorney.

#### Personnel:

- No changes.

| GENERAL FUND EXPENDITURES |                                     | FY 2021<br>AUDITED<br>ACTUALS | FY 2022<br>AUDITED<br>ACTUALS | FY 2023<br>AMENDED<br>BUDGET | FY 2024<br>PROPOSED<br>BUDGET |
|---------------------------|-------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| 79                        | <b>2. LEGAL</b>                     | <b>230,734</b>                | <b>214,187</b>                | <b>244,360</b>               | <b>250,293</b>                |
| 80                        | <b>2. MATERIALS AND SERVICES</b>    | <b>230,734</b>                | <b>214,187</b>                | <b>244,360</b>               | <b>250,293</b>                |
| 81                        | 4200-PROFESSIONAL SERVICES          | 185,495                       | 168,948                       | 197,760                      | 203,693                       |
| 82                        | 4270-CITY PROSECUTOR                | 45,239                        | 45,239                        | 46,600                       | 46,600                        |
| 83                        | 4800-DUES, SUBSCRIPTION, MEMBERSHIP | -                             | -                             | -                            | -                             |
| 84                        | 4900-PERSONNEL TRAINING/TRAVEL/MTG  | -                             | -                             | -                            | -                             |
| 85                        | 5100-TELEPHONE & COMMUNICATIONS     | -                             | -                             | -                            | -                             |



City of Ketchum | 2024 Draft Budget  
Legislative and Executive Department

The Legislative and Executive Department budget contains the operating accounts for the Mayor and City Council. The Mayor serves as chief executive and City Council holds the legislative powers including the approval of ordinances, annual budget, and contracts. The Mayor recommends policy matters to City Council with the City Administrator handling the implementation.

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### Fiscal Year 2023 Highlights

- No changes.

#### Personnel:

- No changes.

### Fiscal Year 2024 Highlights

- Increase reflects the increase in healthcare costs.

#### Personnel:

- No changes.



## Legislative and Executive Expenditures

| GENERAL FUND EXPENDITURES |                                     | FY 2021<br>AUDITED<br>ACTUALS | FY 2022<br>AUDITED<br>ACTUALS | FY 2023<br>AMENDED<br>BUDGET | FY 2024<br>PROPOSED<br>BUDGET |
|---------------------------|-------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| 1                         | <b>0. LEGISLATIVE &amp; EXEC</b>    | <b>331,472</b>                | <b>349,656</b>                | <b>383,452</b>               | <b>406,260</b>                |
| 2                         | <b>1. PERSONAL SERVICES</b>         | <b>314,946</b>                | <b>334,489</b>                | <b>361,360</b>               | <b>384,168</b>                |
| 3                         | 1000-SALARIES                       | 120,281                       | 120,596                       | 120,686                      | 120,686                       |
| 4                         | 1500-PART-TIME                      | -                             | -                             | -                            | -                             |
| 5                         | 1900-OVERTIME                       | -                             | -                             | -                            | -                             |
| 6                         | 2100-FICA TAXES-CITY                | 8,536                         | 8,582                         | 9,233                        | 9,232                         |
| 7                         | 2200-STATE RETIREMENT-CITY          | 14,410                        | 14,410                        | 14,410                       | 13,493                        |
| 8                         | 2400-WORKER'S COMPENSATION-CITY     | 116                           | 110                           | 253                          | 157                           |
| 9                         | 2500-HEALTH INSURANCE-CITY          | 163,807                       | 181,309                       | 200,785                      | 223,406                       |
| 10                        | 2505-HEALTH REIMBURSEMENT ACCT(HRA) | 2,245                         | 3,566                         | 7,675                        | 8,875                         |
| 11                        | 2510-DENTAL INSURANCE-CITY          | 3,609                         | 3,609                         | 3,887                        | 3,888                         |
| 12                        | 2515-VISION REIMBURSEMENT ACCT(HRA) | 1,410                         | 1,777                         | 3,900                        | 3,900                         |
| 13                        | 2550-HEALTH-VISION-CAFETERIA ADMIN  | -                             | -                             | -                            | -                             |
| 14                        | 2600-LONG TERM DISABILITY           | 531                           | 531                           | 531                          | 531                           |
| 15                        | 2700-VACATION/SICK ACCRUAL PAYOUT   | -                             | -                             | -                            | -                             |
| 16                        | 2710-VACATION/COMPENSATION PAYOUT   | -                             | -                             | -                            | -                             |
| 17                        | 2760-EMPLOYEE HOUSING SUBSIDY       | -                             | -                             | -                            | -                             |
| 18                        | 2800-STATE UNEMPLOYMENT INSURANCE   | -                             | -                             | -                            | -                             |
| 19                        | <b>2. MATERIALS AND SERVICES</b>    | <b>16,526</b>                 | <b>14,608</b>                 | <b>21,092</b>                | <b>21,092</b>                 |
| 20                        | 3100-OFFICE SUPPLIES & POSTAGE      | 1,817                         | 1,468                         | 3,167                        | 3,167                         |
| 21                        | 3160-OFFICE SUPPLIES/POSTAGE-HOTEL  | -                             | -                             | -                            | -                             |
| 22                        | 3200-OPERATING SUPPLIES             | 2,576                         | 3,330                         | 2,125                        | 2,125                         |
| 23                        | 3500-MOTOR FUELS & LUBRICANTS       | -                             | -                             | -                            | -                             |
| 24                        | 3600-COMPUTER SOFTWARE              | -                             | -                             | -                            | -                             |
| 25                        | 4000-ELECTIONS                      | -                             | -                             | 2,500                        | 2,500                         |
| 26                        | 4200-PROFESSIONAL SERVICES          | 11,075                        | 8,821                         | 8,600                        | 8,600                         |
| 27                        | 4800-DUES, SUBSCRIPTIONS & MEMBERSH | 400                           | 483                           | 1,700                        | 1,700                         |
| 28                        | 4860-DUES,SUBSCRIPTNS,MEMBRSP-HOTEL | -                             | -                             | -                            | -                             |
| 29                        | 4900-PERSONNEL TRAINING/TRAVEL/MTG  | -                             | -                             | -                            | -                             |
| 30                        | 4910-MYR/CNCL-TRAINING/TRAVEL/MTG   | 659                           | 507                           | 3,000                        | 3,000                         |
| 31                        | 4960-TRAINING/TRAVEL/MTG-HOTEL      | -                             | -                             | -                            | -                             |
| 32                        | 5100-TELEPHONE & COMMUNICATIONS     | -                             | -                             | -                            | -                             |
| 33                        | 6000-REPAIR & MAINT--AUTOMOTIVE EQU | -                             | -                             | -                            | -                             |
| 34                        | <b>3. CAPITAL OUTLAY</b>            | <b>-</b>                      | <b>560</b>                    | <b>1,000</b>                 | <b>1,000</b>                  |
| 35                        | 7400-OFFICE FURNITURE & EQUIPMENT   | -                             | 560                           | 1,000                        | 1,000                         |



City of Ketchum | 2024 Draft Budget  
Planning and Building Department

The Planning and Building Department is responsible for long-range (comprehensive) planning, current planning functions, and management of all developments, both past and present. The Planning and Building Department administers the Zoning Code, Subdivision Code, various Building Codes, and coordinates reviews from other City Departments. The Planning and Building Department provides staff support to the Planning Commission, City Council, and the Historic Preservation Commission.

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### Fiscal Year 2023 Highlights

- Increased contract with IDBS to align with projected workload. Contract set up to only pay for actual hours completed.
- Request for one-time funds to update the zoning code – a one-time -expense – reflected on the General Fund Expenditures chart.

#### Personnel:

- Added an Associate Planner position.

### Fiscal Year 2024 Highlights

- Increased professional services budget by one-time \$129,500 to fund consulting fees for update to comprehensive plan and land use regulations update.
- Planning and Building Department revenue projections assume a 3% decrease in revenues from FY23.
- Planning fee revenues do not include fee increase assumptions.

#### Personnel:

- Senior Planner position vacant but funded.

## Planning and Building Expenditures

| GENERAL FUND EXPENDITURES |                                     | FY 2021<br>AUDITED<br>ACTUALS | FY 2022<br>AUDITED<br>ACTUALS | FY 2023<br>AMENDED<br>BUDGET | FY 2024<br>PROPOSED<br>BUDGET |
|---------------------------|-------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| 88                        | <b>3. PLANNING &amp; BUILDING</b>   | <b>868,033</b>                | <b>920,853</b>                | <b>1,080,116</b>             | <b>1,298,506</b>              |
| 89                        | <b>1. PERSONAL SERVICES</b>         | <b>494,778</b>                | <b>644,870</b>                | <b>674,116</b>               | <b>875,056</b>                |
| 90                        | 1000-SALARIES                       | 317,990                       | 423,777                       | 428,938                      | 514,157                       |
| 91                        | 1200-PLANNING & ZONING COMMISSION   | 20,400                        | 17,400                        | 25,200                       | 25,200                        |
| 92                        | 1900-OVERTIME                       | -                             | -                             | -                            | -                             |
| 93                        | 2100-FICA TAXES-CITY                | 24,364                        | 35,314                        | 34,742                       | 41,261                        |
| 94                        | 2200-STATE RETIREMENT-CITY          | 40,407                        | 55,605                        | 54,224                       | 60,300                        |
| 95                        | 2400-WORKER'S COMPENSATION-CITY     | 3,962                         | 4,765                         | 6,220                        | 933                           |
| 96                        | 2500-HEALTH INSURANCE-CITY          | 76,304                        | 100,882                       | 111,184                      | 193,025                       |
| 97                        | 2505-HEALTH REIMBURSEMENT ACCT(HRA) | 2,679                         | 1,217                         | 5,275                        | 7,050                         |
| 98                        | 2510-DENTAL INSURANCE-CITY          | 2,562                         | 3,068                         | 4,046                        | 4,013                         |
| 99                        | 2515-VISION REIMBURSEMENT ACCT(HRA) | 1,983                         | 1,164                         | 2,400                        | 3,300                         |
| 100                       | 2550-HEALTH-VISION-CAFETERIA ADMIN  | -                             | -                             | -                            | -                             |
| 101                       | 2600-LONG TERM DISABILITY           | 1,344                         | 1,679                         | 1,887                        | 2,157                         |
| 102                       | 2700-VACATION/SICK ACCRUAL PAYOUT   | 2,783                         | -                             | -                            | 23,660                        |
| 103                       | 2710-VACATION/COMPENSATION PAYOUT   | -                             | -                             | -                            | -                             |
| 104                       | 2800-STATE UNEMPLOYMENT INSURANCE   | -                             | -                             | -                            | -                             |
| 105                       | 2900-PERFORMANCE AWARDS             | -                             | -                             | -                            | -                             |
| 106                       | <b>2. MATERIALS AND SERVICES</b>    | <b>373,254</b>                | <b>275,983</b>                | <b>405,500</b>               | <b>422,450</b>                |
| 107                       | 3100-OFFICE SUPPLIES & POSTAGE      | 4,887                         | 4,458                         | 6,000                        | 6,000                         |
| 108                       | 3200-OPERATING SUPPLIES             | 7,332                         | 1,284                         | 1,200                        | 1,200                         |
| 109                       | 3600-COMPUTER SOFTWARE              | -                             | -                             | -                            | -                             |
| 110                       | 4200-PROFESSIONAL SERVICES          | 109,333                       | 48,859                        | 150,000                      | 49,500                        |
| 111                       | 4210-PROFESSIONAL SERVICES - IDBS   | 238,293                       | 200,793                       | 210,000                      | 321,750                       |
| 112                       | 4220-PROF SVCS-FLOOD PLAIN PROG REM | 375                           | 571                           | 5,000                        | 10,000                        |
| 113                       | 4230-PROF SVCS-BUILDING PERMIT REIM | -                             | -                             | -                            | -                             |
| 114                       | 4400-ADVERTISING & LEGAL PUBLICATIO | 5,109                         | 10,992                        | 10,000                       | 10,000                        |
| 115                       | 4500-GEOGRAPHIC INFO SYSTEMS        | 5,700                         | 5,100                         | 5,300                        | 6,000                         |
| 116                       | 4800-DUES, SUBSCRIPTIONS & MEMBERSH | 670                           | 938                           | 4,000                        | 4,000                         |
| 117                       | 4900-PERSONNEL TRAINING/TRAVEL/MTG  | 990                           | 1,491                         | 10,000                       | 10,000                        |
| 118                       | 4970-TRAINING/TRAVEL/MTG-P&Z COMM   | -                             | 751                           | 3,000                        | 3,000                         |
| 119                       | 5100-TELEPHONE & COMMUNICATIONS     | -                             | -                             | -                            | -                             |
| 120                       | 6510-EVENTS SPONSORSHIPS            | -                             | -                             | -                            | -                             |
| 121                       | 6910-OTHER PURCHASED SERVICES       | 565                           | 746                           | 1,000                        | 1,000                         |
| 122                       | <b>3. CAPITAL OUTLAY</b>            | <b>-</b>                      | <b>-</b>                      | <b>500</b>                   | <b>1,000</b>                  |
| 123                       | 7400-OFFICE FURNITURE & EQUIPMENT   | -                             | -                             | 500                          | 1,000                         |



City of Ketchum | 2024 Draft Budget  
Police Department

The Ketchum Police Department, contracted through the Blaine County Sheriff's Office, is responsible for enforcing all local and state laws to protect the residents and visitors of Ketchum. The department consists of patrol/traffic enforcement functions, investigations, and administration.

Funding for the Community Service Officers (CSO) is also contained in the department budget. The officers focus on parking enforcement and compliance with city code violations.

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### Fiscal Year 2023 Highlights

- Implemented similar compensation as the County – 5% increase plus a one-time 4% bonus.

#### Personnel:

- No changes.

### Fiscal Year 2024 Highlights

- Contract request to increase by \$154,373.
- Contract assumes a 6% base adjustment; city financial model assumes 3%.

#### Personnel:

- No changes.

## Police Expenditures

| GENERAL FUND EXPENDITURES |                                     | FY 2021<br>AUDITED<br>ACTUALS | FY 2022<br>AUDITED<br>ACTUALS | FY 2023<br>AMENDED<br>BUDGET | FY 2024<br>PROPOSED<br>BUDGET |
|---------------------------|-------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| 193                       | <b>7. POLICE</b>                    | <b>1,658,523</b>              | <b>1,853,562</b>              | <b>2,063,870</b>             | <b>2,183,891</b>              |
| 194                       | <b>1. PERSONAL SERVICES</b>         | <b>161,138</b>                | <b>224,095</b>                | <b>250,936</b>               | <b>253,562</b>                |
| 195                       | 1000-SALARIES                       | 79,303                        | 96,835                        | 94,421                       | 100,646                       |
| 196                       | 1500-PART-TIME                      | 9,496                         | 17,565                        | 28,708                       | 26,754                        |
| 197                       | 1900-OVERTIME                       | 1,940                         | 1,404                         | 5,000                        | 5,000                         |
| 198                       | 2100-FICA TAXES-CITY                | 6,664                         | 9,585                         | 9,802                        | 10,129                        |
| 199                       | 2200-STATE RETIREMENT-CITY          | 9,722                         | 13,016                        | 15,299                       | 11,811                        |
| 200                       | 2400-WORKMEN'S COMPENSATION-CITY    | 2,096                         | 3,145                         | 3,694                        | 4,637                         |
| 201                       | 2500-HEALTH INSURANCE-CITY          | 47,531                        | 78,228                        | 85,114                       | 87,104                        |
| 202                       | 2505-HEALTH REIMBURSEMENT ACCT(HRA) | 1,697                         | 1,992                         | 3,550                        | 3,550                         |
| 203                       | 2510-DENTAL INSURANCE-CITY          | 1,269                         | 1,562                         | 1,625                        | 1,548                         |
| 204                       | 2516-VISION REIMBURSEMENT ACCT(HRA) | 1,117                         | 482                           | 1,500                        | 1,800                         |
| 205                       | 2600-LONG TERM DISABILITY           | 304                           | 281                           | 1,724                        | 583                           |
| 206                       | 2800-STATE UNEMPLOYMENT INSURANCE   | -                             | -                             | 500                          | -                             |
| 207                       | <b>2. MATERIALS AND SERVICES</b>    | <b>1,497,385</b>              | <b>1,629,468</b>              | <b>1,812,934</b>             | <b>1,920,329</b>              |
| 208                       | 3100-OFFICE SUPPLIES & POSTAGE      | 7,207                         | 797                           | 1,200                        | 3,500                         |
| 209                       | 3200-OPERATING SUPPLIES             | 7,184                         | 2,246                         | 3,000                        | 3,250                         |
| 210                       | 3500-MOTOR FUELS & LUBRICANTS       | 752                           | 2,887                         | 3,000                        | 4,250                         |
| 211                       | 3600-COMPUTER SOFTWARE              | 10,815                        | -                             | 2,000                        | 2,100                         |
| 212                       | 3610-PARKING OPS PROCESSING FEES    | 5,601                         | 4,686                         | 5,000                        | 7,000                         |
| 213                       | 3620-PARKING OPS EQUIPMENT FEES     | 11,396                        | 12,415                        | 11,000                       | 3,250                         |
| 214                       | 4200-PROFESSIONAL SERVICES          | 26,631                        | 27,810                        | 20,000                       | 20,000                        |
| 215                       | 4210-PROFESSIONAL SERVICE-SNOW TOWS | -                             | -                             | -                            | -                             |
| 216                       | 4250-PROF.SERVICES-BCSO CONTRACT    | 1,427,800                     | 1,568,569                     | 1,748,234                    | 1,862,679                     |
| 217                       | 4900-PERSONNEL TRAINING/TRAVEL/MTG  | -                             | -                             | -                            | -                             |
| 218                       | 5100-TELEPHONE & COMM               | -                             | 3,986                         | 3,000                        | 2,300                         |
| 219                       | 6000-REPAIR & MAINT--AUTOMOTIVE EQU | -                             | 6,071                         | 16,500                       | 12,000                        |
| 220                       | <b>3. CAPITAL OUTLAY</b>            | <b>-</b>                      | <b>-</b>                      | <b>-</b>                     | <b>10,000</b>                 |
| 221                       | 7500-AUTOMOTIVE EQUIPMENT           | -                             | -                             | -                            | 10,000                        |
| 222                       | 7600-OTHER MACHINERY & EQUIPMENT    | -                             | -                             | -                            | -                             |
| 223                       | 7700-LEASES                         | -                             | -                             | -                            | -                             |



The Recreation Department is responsible for providing safe and healthy recreation opportunities for the citizens of Ketchum and visitors to the community. The department operates structured recreation programs throughout the year at the Terry Tracy Recreation Center at Atkinson Park.

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### Fiscal Year 2023 Highlights

- Staff changes during 2022 lead to savings via benefits coverage.

#### Personnel:

- No changes.

### Fiscal Year 2024 Highlights

- Procurement of a passenger van for our youth programming.
- Continue to offer the most affordable year-round youth recreation programs in the valley.
- Working with the BCSD on their Hemingway masterplan.
- FY24 budget includes a small increase in professional service to accommodate environmental education through our partner, the ERC.

#### Personnel:

- No changes.

## Recreation Expenditures

| GENERAL FUND EXPENDITURES |                                     | FY 2021<br>AUDITED<br>ACTUALS | FY 2022<br>AUDITED<br>ACTUALS | FY 2023<br>AMENDED<br>BUDGET | FY 2024<br>PROPOSED<br>BUDGET |
|---------------------------|-------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| 319                       | <b>10. RECREATION</b>               | <b>498,214</b>                | <b>500,598</b>                | <b>552,463</b>               | <b>571,313</b>                |
| 320                       | <b>1. PERSONAL SERVICES</b>         | <b>464,677</b>                | <b>445,182</b>                | <b>498,463</b>               | <b>511,663</b>                |
| 321                       | 1000-SALARIES                       | 234,988                       | 234,662                       | 260,672                      | 271,479                       |
| 322                       | 1500-PART-TIME/SEASONAL             | 39,900                        | 40,470                        | 62,000                       | 62,000                        |
| 323                       | 1900-OVERTIME                       | 124                           | 341                           | -                            | -                             |
| 324                       | 2100-FICA TAXES - CITY              | 20,489                        | 21,771                        | 24,684                       | 25,511                        |
| 325                       | 2200-STATE RETIREMENT - CITY        | 28,681                        | 29,746                        | 31,124                       | 30,351                        |
| 326                       | 2400-WORKER'S COMPENSATION - CITY   | 4,464                         | 5,864                         | 6,453                        | 6,453                         |
| 327                       | 2500-HEALTH INSURANCE - CITY        | 122,509                       | 99,290                        | 103,501                      | 105,921                       |
| 328                       | 2505-HEALTH REIMBURSEMENT ACCT(HRA) | 8,399                         | 7,668                         | 3,500                        | 3,500                         |
| 329                       | 2510-DENTAL INSURANCE-CITY          | 2,952                         | 2,397                         | 2,589                        | 2,466                         |
| 330                       | 2515-VISION REIMBURSEMENT ACCT(HRA) | 1,233                         | 1,940                         | 1,800                        | 1,800                         |
| 331                       | 2550-HEALTH-VISION-CAFETERIA ADMIN  | -                             | -                             | -                            | -                             |
| 332                       | 2600-LONG TERM DISABILITY           | 940                           | 1,032                         | 1,071                        | 1,114                         |
| 333                       | 2700-VACATION/SICK ACCRUAL PAYOUT   | -                             | -                             | -                            | -                             |
| 334                       | 2710-VACATION/COMPENSATION PAYOUT   | -                             | -                             | -                            | -                             |
| 335                       | 2800-STATE UNEMPLOYMENT INSURANCE   | -                             | -                             | 1,068                        | 1,068                         |
| 336                       | 2900-PERFORMANCE AWARDS             | -                             | -                             | -                            | -                             |
| 337                       | <b>2. MATERIALS AND SERVICES</b>    | <b>33,537</b>                 | <b>44,626</b>                 | <b>54,000</b>                | <b>59,650</b>                 |
| 338                       | 3100-OFFICE SUPPLIES & POSTAGE      | 508                           | 315                           | 750                          | 750                           |
| 339                       | 3200-OPERATING SUPPLIES             | 2,206                         | 3,839                         | 4,000                        | 4,000                         |
| 340                       | 3210-SPECIAL EVENT SUPPLIES         | -                             | -                             | -                            | -                             |
| 341                       | 3250-RECREATION SUPPLIES            | 7,786                         | 10,622                        | 10,000                       | 10,000                        |
| 342                       | 3280-YOUTH GOLF                     | -                             | 434                           | 1,000                        | 1,000                         |
| 343                       | 3290-SWIM TEAM                      | -                             | -                             | -                            | -                             |
| 344                       | 3300-RESALE ITEMS-CONCESSION SUPPLY | 4,809                         | 4,165                         | 8,000                        | 8,000                         |
| 345                       | 3310-STATE SALES TAX-PARK           | 6,767                         | 6,569                         | 8,000                        | 8,000                         |
| 346                       | 3500-MOTOR FUELS & LUBRICANTS       | 1,352                         | 2,177                         | 3,000                        | 3,000                         |
| 347                       | 3600-COMPUTER SOFTWARE              | -                             | -                             | -                            | -                             |
| 348                       | 4200-PROFESSIONAL SERVICE           | 2,303                         | 7,555                         | 4,000                        | 7,000                         |
| 349                       | 4410-ADVERTISING & PUBLICATIONS     | 429                           | 857                           | 750                          | 1,000                         |
| 350                       | 4800-DUES, SUBSCRIPTIONS & MEMBERSH | 175                           | 175                           | -                            | -                             |
| 351                       | 4900-PERSONNEL TRAINING/TRAVEL/MTG  | 510                           | 646                           | 1,000                        | 1,000                         |
| 352                       | 5100-TELEPHONE & COMMUNICATIONS     | -                             | -                             | -                            | -                             |
| 353                       | 5200-UTILITIES                      | 5,778                         | 3,793                         | 10,000                       | 11,400                        |
| 354                       | 5300-CUSTODIAL & CLEANING SERVICES  | -                             | -                             | -                            | -                             |
| 355                       | 6000-REPAIR & MAINT--AUTOMOTIVE EQU | 229                           | 3,297                         | 2,500                        | 3,500                         |
| 356                       | 6100-REPAIR & MAINT--MACHINERY & EQ | 684                           | 183                           | 1,000                        | 1,000                         |
| 357                       | 6910-OTHER PURCHASED SERVICES       | -                             | -                             | -                            | -                             |
| 358                       | 6950-MAINTENANCE                    | -                             | -                             | -                            | -                             |
| 359                       | <b>3. CAPITAL OUTLAY</b>            | <b>-</b>                      | <b>10,790</b>                 | <b>-</b>                     | <b>-</b>                      |
| 360                       | 7300-CAPITAL MAINTENANCE            | -                             | 10,790                        | -                            | -                             |
| 361                       | 7400-BUILDING FURNITURE & EQUIPMENT | -                             | -                             | -                            | -                             |
| 362                       | 7500-AUTOMOTIVE EQUIPMENT           | -                             | -                             | -                            | -                             |



City of Ketchum | 2024 Draft Budget  
Streets and Facilities Department

The Streets & Facilities Department consists of the Street Division and Facility Maintenance Division. The department is responsible for maintaining the infrastructure of the City of Ketchum. This budget includes funding for snow removal, resurfacing streets, improving drainage, street sweeping, repairing potholes, installing, and maintaining street signs and traffic markings, maintaining street trees and public restrooms, street lighting, city beautification, and maintenance of public facilities and parks.

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### Fiscal Year 2023 Highlights

- Increased fuel- and petroleum-related costs to reflect market conditions.
- First year full year of operating and expenses related to management of Warm Springs Preserve.
- Request to increase professional services budget (snow hauling) by \$25,000 was funded.

#### Personnel:

- One new maintenance position associated with the Preserve.

### Fiscal Year 2024 Highlights

- If the new chip seal oil works out, we would like to use it on 4<sup>th</sup> street next year.
- Roof replacement at Rotary Park.
- Phase 1 for Warm Springs Preserve (pending fundraising progress).
- Request to increase professional services budget (snow hauling) by \$25,000 was not funded. Staff feels that one-time funds could augment in a large snow year.

#### Personnel:

- Vacant funded position in Facilities currently; likely need to add additional FTE position in the future.
- Vacant position in Streets.



## Streets Expenditures

| GENERAL FUND EXPENDITURES |                                     | FY 2021<br>AUDITED<br>ACTUALS | FY 2022<br>AUDITED<br>ACTUALS | FY 2023<br>AMENDED<br>BUDGET | FY 2024<br>PROPOSED<br>BUDGET |
|---------------------------|-------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| 283                       | <b>9. STREETS</b>                   | <b>1,963,199</b>              | <b>1,772,768</b>              | <b>2,326,537</b>             | <b>2,110,716</b>              |
| 284                       | <b>1. PERSONAL SERVICES</b>         | <b>1,026,257</b>              | <b>1,065,121</b>              | <b>1,321,295</b>             | <b>1,327,619</b>              |
| 285                       | 1000-SALARIES                       | 607,431                       | 604,498                       | 664,605                      | 691,257                       |
| 286                       | 1500-PART-TIME                      | 3,788                         | 21,085                        | 50,196                       | 65,800                        |
| 287                       | 1800-PAY DIFFERENTIAL               | 5,594                         | 8,019                         | 15,441                       | 15,441                        |
| 288                       | 1900-OVERTIME                       | 20,406                        | 18,635                        | 66,000                       | 35,000                        |
| 289                       | 2040-VACATION/COMPENSATION PAYOUT   | -                             | -                             | -                            | -                             |
| 290                       | 2100-FICA TAXES-CITY                | 48,622                        | 53,091                        | 57,776                       | 61,774                        |
| 291                       | 2200-STATE RETIREMENT-CITY          | 75,027                        | 81,035                        | 84,182                       | 90,600                        |
| 292                       | 2400-WORKER'S COMPENSATION-CITY     | 24,841                        | 25,088                        | 38,629                       | 41,278                        |
| 293                       | 2500-HEALTH INSURANCE-CITY          | 212,624                       | 230,765                       | 287,483                      | 265,769                       |
| 294                       | 2505-HEALTH REIMBURSEMENT ACCT(HRA) | 7,192                         | 9,035                         | 12,038                       | 12,038                        |
| 295                       | 2510-DENTAL INSURANCE-CITY          | 6,221                         | 5,687                         | 6,999                        | 6,505                         |
| 296                       | 2515-VISION REIMBURSEMENT ACCT(HRA) | 4,854                         | 2,503                         | 5,850                        | 5,550                         |
| 297                       | 2600-LONG TERM DISABILITY           | 2,484                         | 2,194                         | 2,970                        | 3,187                         |
| 298                       | 2700-VACATION/SICK ACCRUAL PAYOUT   | 7,174                         | 3,486                         | 23,126                       | 27,420                        |
| 299                       | 2760-EMPLOYEE HOUSING SUBSIDY       | -                             | -                             | -                            | -                             |
| 300                       | 2800-STATE UNEMPLOYMENT INSURANCE   | -                             | -                             | 6,000                        | 6,000                         |
| 301                       | 2900-PERFORMANCE AWARDS             | -                             | -                             | -                            | -                             |
| 302                       | <b>2. MATERIALS AND SERVICES</b>    | <b>787,107</b>                | <b>707,647</b>                | <b>1,005,242</b>             | <b>783,097</b>                |
| 303                       | 3200-OPERATING SUPPLIES             | 12,437                        | 9,771                         | 16,240                       | 16,240                        |
| 304                       | 3400-MINOR EQUIPMENT                | 3,410                         | 2,728                         | 3,800                        | 3,800                         |
| 305                       | 3500-MOTOR FUELS & LUBRICANTS       | 55,910                        | 75,093                        | 109,092                      | 109,092                       |
| 306                       | 3600-COMPUTER SOFTWARE              | -                             | -                             | 6,800                        | 6,800                         |
| 307                       | 4200-PROFESSIONAL SERVICES          | 210,739                       | 183,528                       | 407,645                      | 185,000                       |
| 308                       | 4900-PERSONNEL TRAINING/TRAVEL/MTG  | 1,801                         | 2,305                         | 4,515                        | 4,515                         |
| 309                       | 5100-TELEPHONE & COMMUNICATIONS     | 1,115                         | 905                           | 3,000                        | 2,000                         |
| 310                       | 5200-UTILITIES                      | 15,985                        | 16,332                        | 18,000                       | 19,500                        |
| 311                       | 6000-REPAIR & MAINT--AUTOMOTIVE EQU | 2,894                         | 579                           | 8,700                        | 8,700                         |
| 312                       | 6100-REPAIR & MAINT--MACHINERY & EQ | 105,279                       | 102,751                       | 98,650                       | 98,650                        |
| 313                       | 6910-OTHER PURCHASED SERVICES       | 11,151                        | 17,266                        | 16,000                       | 16,000                        |
| 314                       | 6920-SIGNS & SIGNALIZATION          | 19,419                        | 12,231                        | 16,000                       | 16,000                        |
| 315                       | 6930-STREET LIGHTING                | 18,013                        | 14,155                        | 18,500                       | 18,500                        |
| 316                       | 6950-MAINTENANCE & IMPROVEMENTS     | 328,954                       | 270,005                       | 278,300                      | 278,300                       |
| 317                       | <b>4. TRANSFERS</b>                 | <b>149,835</b>                | -                             | -                            | -                             |
| 318                       | 8840-TRANSFER TO GO BOND FUND       | 149,835                       | -                             | -                            | -                             |

## Facilities Expenditures

| GENERAL FUND EXPENDITURES |                                        | FY 2021<br>AUDITED<br>ACTUALS | FY 2022<br>AUDITED<br>ACTUALS | FY 2023<br>AMENDED<br>BUDGET | FY 2024<br>PROPOSED<br>BUDGET |
|---------------------------|----------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| 151                       | <b>6. FACILITY MAINTENANCE</b>         | <b>688,629</b>                | <b>858,751</b>                | <b>1,137,417</b>             | <b>1,258,992</b>              |
| 152                       | <b>1. PERSONAL SERVICES</b>            | <b>414,765</b>                | <b>470,835</b>                | <b>689,682</b>               | <b>784,842</b>                |
| 153                       | 1000-SALARIES                          | 205,693                       | 223,918                       | 308,680                      | 416,872                       |
| 154                       | 1500-PART-TIME/SEASONAL                | 27,424                        | 60,149                        | 45,000                       | 41,453                        |
| 155                       | 1800-PAY DIFFERENTIAL                  | 1,247                         | 2,270                         | 4,689                        | 4,689                         |
| 156                       | 1900-OVERTIME                          | 1,191                         | 3,346                         | 8,500                        | 8,500                         |
| 157                       | 2100-FICA TAXES - CITY                 | 18,247                        | 23,559                        | 28,065                       | 33,372                        |
| 158                       | 2200-STATE RETIREMENT - CITY           | 24,879                        | 29,964                        | 38,431                       | 48,081                        |
| 159                       | 2400-WORKER'S COMPENSATION-CITY        | 3,887                         | 4,192                         | 4,978                        | 3,983                         |
| 160                       | 2500-HEALTH INSURANCE - CITY           | 116,548                       | 115,896                       | 225,509                      | 202,346                       |
| 161                       | 2505-HEALTH REIMBURSEMENT ACCT(HRA)    | 2,141                         | 2,378                         | 7,963                        | 7,963                         |
| 162                       | 2510-DENTAL INSURANCE-CITY             | 2,301                         | 2,333                         | 4,268                        | 3,905                         |
| 163                       | 2515-VISION REIMBURSEMENT ACCT(HRA)    | 1,443                         | 893                           | 4,050                        | 4,050                         |
| 164                       | 2600-LONG TERM DISABILITY              | 865                           | 831                           | 1,548                        | 1,628                         |
| 165                       | 2700-VACATION/SICK ACCRUAL PAYOUT      | 8,898                         | -                             | -                            | -                             |
| 166                       | 2710-YEAR END COMP TIME PAYOUT         | -                             | -                             | -                            | -                             |
| 167                       | 2800-STATE UNEMPLOYMENT INSURANCE      | -                             | 1,106                         | 8,000                        | 8,000                         |
| 168                       | <b>2. MATERIALS AND SERVICES</b>       | <b>273,864</b>                | <b>387,916</b>                | <b>447,735</b>               | <b>474,150</b>                |
| 169                       | 3100-OFFICE SUPPLIES & POSTAGE         | 350                           | 49                            | 500                          | 300                           |
| 170                       | 3200-OPERATING SUPPLIES                | 6,293                         | 8,797                         | 10,000                       | 10,000                        |
| 171                       | 3500-MOTOR FUELS & LUBRICANTS          | 8,268                         | 12,873                        | 9,000                        | 16,000                        |
| 172                       | 3600-COMPUTER SOFTWARE                 | -                             | -                             | -                            | -                             |
| 173                       | 4200-PROFESSIONAL SERVICES             | 61,182                        | 60,780                        | 95,500                       | 64,500                        |
| 174                       | 4210-PROFESSIONAL SERVC-CITY TREES     | 14,204                        | 19,246                        | 15,000                       | 15,000                        |
| 175                       | 4220-PROF SERV-CITY BEAUTIFICATION     | 36,536                        | 43,518                        | 45,000                       | 50,000                        |
| 176                       | 4800-DUES, SUBSCRIPTIONS & MEMBERSH    | 280                           | 465                           | 440                          | 440                           |
| 177                       | 4900-PERSONNEL TRAINING/TRAVEL/MTG     | 109                           | -                             | 1,500                        | 1,000                         |
| 178                       | 5100-TELEPHONE & COMMUNICATIONS        | 383                           | 360                           | 720                          | 720                           |
| 179                       | 5110-COMPUTER NETWORK                  | -                             | -                             | -                            | -                             |
| 180                       | 5200-UTILITIES                         | 41,780                        | 30,732                        | 28,500                       | 32,490                        |
| 181                       | 5210-SOLID WASTE COLLECTION            | -                             | -                             | -                            | -                             |
| 182                       | 5220-RECYCLING PROGRAM-ERC             | -                             | -                             | -                            | -                             |
| 183                       | 5300-CUSTODIAL & CLEANING SERVICES     | 62,737                        | 35,627                        | 45,000                       | 83,000                        |
| 184                       | 5900-REPAIR & MAINTENANCE-BUILDINGS    | 7,024                         | 25,392                        | 33,400                       | 33,000                        |
| 185                       | 5910-REPAIR & MAINTENANCE-491 SV RD    | -                             | 80,472                        | 70,000                       | 77,000                        |
| 186                       | 5910-REPAIR & MAINTENANCE-WARM SPRINGS | -                             | 29,469                        | 47,175                       | 45,200                        |
| 187                       | 6000-REPAIR & MAINT-AUTOMOTIVE EQUI    | 1,750                         | 4,181                         | 4,500                        | 3,500                         |
| 188                       | 6100-REPAIR & MAINT--MACHINERY & EQ    | 3,095                         | 2,253                         | 5,000                        | 6,000                         |
| 189                       | 6950-MAINTENANCE                       | 29,875                        | 33,703                        | 36,500                       | 36,000                        |
| 190                       | <b>3. CAPITAL OUTLAY</b>               | <b>-</b>                      | <b>-</b>                      | <b>-</b>                     | <b>-</b>                      |
| 191                       | 7600-OTHER MACHINERY & EQUIPMENT       | -                             | -                             | -                            | -                             |
| 192                       | 7800-PARKS IRRIGATION UPGRADES         | -                             | -                             | -                            | -                             |



The Non-Departmental section of the budget contains initiatives not otherwise associated with a specific department. In FY22, the funds support contracts dedicated to citywide efforts that benefit all departments and transfers out of the General Fund to support other funds (including Capital Improvement and Trust Funds).

### Fiscal Year 2023 Highlights

- Implemented a 4% base/on-going increase to compensation and an additional 5% one-time increase.
- Included one-third of the proposed Public Works Director salary.
- Blaine County proposed an increase of \$69,215 over previous year to the Sustainability position.

#### Personnel:

- No changes.

### Fiscal Year 2024 Highlights

- Implementation of a 3% base/on-going increases to compensation market of \$50,000, and an additional 3% one-time bonus.
- Includes one-third (General Fund portion) of the proposed Public Works Director salary. Due to the unsuccessful recruitment effort, staff is pivoting to recruiting a CIP Project Manager who could be a local contractual resource.
- Includes a \$500,000 transfer from the General Fund as the local match for a grant fulfillment to fund a new/expanded Mountain Rides facility.
- Draft budget assumes new .5% and County contribution fully funds the Community Housing (City/County) department.

#### Personnel:

- KURA Executive Director reimbursed to the city.

## Non-Departmental Expenditures

| GENERAL FUND EXPENDITURES |                                      | FY 2021<br>AUDITED<br>ACTUALS | FY 2022<br>AUDITED<br>ACTUALS | FY 2023<br>AMENDED<br>BUDGET | FY 2024<br>PROPOSED<br>BUDGET |
|---------------------------|--------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| 124                       | <b>5. NON-DEPARTMENTAL</b>           | <b>504,380</b>                | <b>1,678,191</b>              | <b>1,686,616</b>             | <b>1,444,009</b>              |
| 125                       | <b>1. PERSONAL SERVICES</b>          | -                             | -                             | <b>100,266</b>               | <b>105,693</b>                |
| 126                       | 1000-SALARIES                        | -                             | -                             | 100,266                      | 70,980                        |
| 127                       | 2100-FICA TAXES - CITY               | -                             | -                             | -                            | 5,430                         |
| 128                       | 2200-STATE RETIREMENT - CITY         | -                             | -                             | -                            | 7,936                         |
| 129                       | 2400-WORKERS'S COMPENSATION -CITY    | -                             | -                             | -                            | -                             |
| 130                       | 2500-HEALTH INSURANCE - CITY         | -                             | -                             | -                            | 20,472                        |
| 131                       | 2510-DENTAL INSURANCE-CITY           | -                             | -                             | -                            | 563                           |
| 132                       | 2600-LONG TERM DISABILITY            | -                             | -                             | -                            | 312                           |
| 133                       | <b>2. MATERIALS AND SERVICES</b>     | <b>120,749</b>                | <b>298,138</b>                | <b>338,317</b>               | <b>363,317</b>                |
| 134                       | 4200-PROFESSIONAL SERVICES           | 50,835                        | 168,935                       | 205,515                      | 205,515                       |
| 135                       | 4250-BLAINE CITY TOUR                | -                             | -                             | 8,000                        | 8,000                         |
| 136                       | 4300-EMS CONSOLIDATION               | -                             | 125                           | -                            | 25,000                        |
| 137                       | 4500-1ST/WASHINGTON RENT             | 39,000                        | 36,000                        | 36,000                       | 36,000                        |
| 138                       | 6500-CONTRACT FOR SERVICE            | 17,738                        | 93,078                        | 88,802                       | 88,802                        |
| 139                       | 6510-PASS THROUGH GRANTS             | -                             | -                             | -                            | -                             |
| 140                       | 6601-MASTER TRANSPORTATION PLAN      | 13,177                        | -                             | -                            | -                             |
| 141                       | <b>4. TRANSFERS</b>                  | <b>383,630</b>                | <b>1,380,053</b>              | <b>1,248,033</b>             | <b>975,000</b>                |
| 142                       | 8802-TRANSFER TO GENERAL UTILITY DIR | -                             | -                             | 60,000                       | 60,000                        |
| 143                       | 8803-TRANSFER TO GENERAL CIP FUND    | 204,265                       | 208,054                       | 253,802                      | -                             |
| 144                       | 8805-TRANSFER TO CITY COUNTY HOUSING | -                             | 864,100                       | 266,349                      | -                             |
| 145                       | 8810-TRANSFER TO IN-LIEU HOUSING     | -                             | -                             | 201,061                      | -                             |
| 146                       | 8893-TRANSFER TO PARK TRUST-KAC      | -                             | 10,000                        | 10,000                       | 10,000                        |
| 147                       | 8894-TRANSFER TO OTHER FUNDS         | -                             | -                             | -                            | 500,000                       |
| 148                       | 8894-TRANSFER TO PARK TRT-% FOR ART  | -                             | -                             | -                            | -                             |
| 149                       | 9910-COMPENSTATION ADJUSTMENTS       | -                             | 177,250                       | 140,000                      | 140,000                       |
| 150                       | 9930-GENERAL FUND OP. CONTINGENCY    | 179,365                       | 120,649                       | 316,821                      | 265,000                       |



## Local Option Tax Fund – Original LOT and Additional 1% LOT

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The original Local Option Tax (LOT) became effective on December 15, 1978. Since the original adoption of the LOT, voters have approved or modified the tax in 1979, 1983, 1984, 1988, 1997, and 2011. In 2011, voters approved a new fifteen-year term. The LOT is to be used for:

- a) municipal transportation
- b) open space acquisition and recreation
- c) capital improvements
- d) emergency services; police, fire, and ambulance
- e) city promotion, visitor information and special events
- f) property tax relief
- g) direct costs to collect and enforce the tax

The tax imposes 1% on retail, 1% on building material, 2% on liquor by the drink, and 2% on short-term lodging and rentals.

In November 2013, an additional 1% was added to the LOT with authority to collect for five years and was subsequently renewed by voters through December 31, 2023, for the following public purposes:

- a) maintain and increase commercial air service to Friedman Memorial Airport through the use of minimum revenue guarantees or other inducements to air providers
- b) promote and market the existing service and any future service to increase passengers
- c) all ancillary costs associated with the ongoing effort to maintain and increase commercial air service, including management costs and bussing due to flight diversions
- d) direct costs to collect and enforce the tax, including administrative and legal fees

On May 16, 2023, voters overwhelmingly (75%) approved the renewal of the 1% LOT for Air but with a new allocation of 0.5% for Air Service preservation and 0.5% for implementation of the Housing Action Plan.



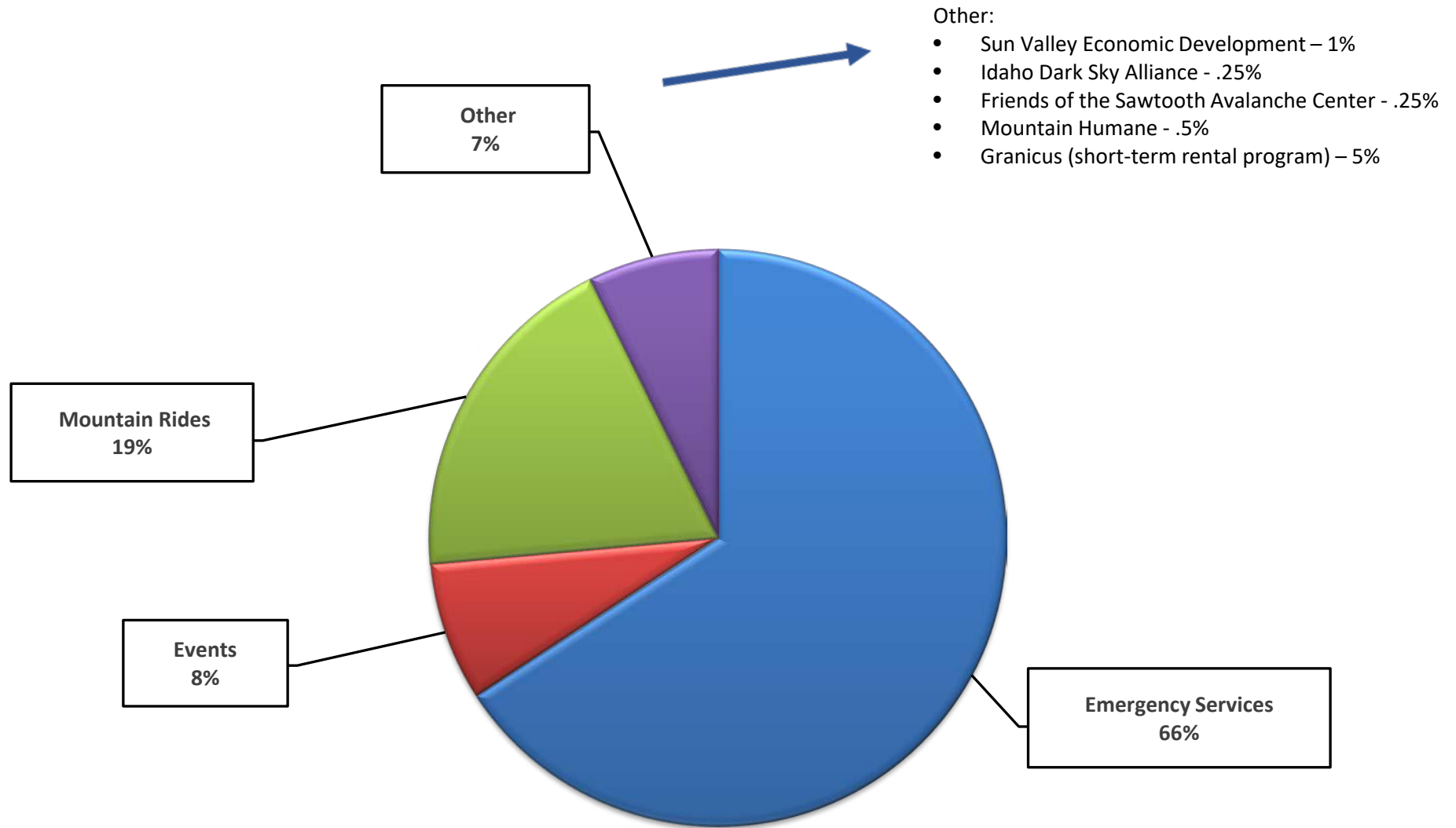
### Fiscal Year 2023 Highlights

- Any excess revenues are recommended for one-time purposes. (Mountain Rides capital local match).
- Mountain Rides' request includes a) an increase in operations/service and b) a one-time request for capital improvements.
- Visit Sun Valley is not requesting funds this fiscal year.
- There are no funds available to transfer to the Capital Improvement Plan.
- Mountain Humane has previously been a line item in the Police Department budget.
- The budget for Wagon Days has returned to its pre-pandemic funding level.

### Fiscal Year 2024 Highlights

- Any excess revenues are recommended to be allocated for one-time capital needs.
- All contract agencies, except for Mountain Rides, had similar requests to FY23.
- Mountain Rides has been awarded a federal facility grant requiring a one-time local match. Their request is based on historical capital match amount by each local jurisdiction. Current draft budget does not allocate local match funds, cuts to existing City CIP projects would be required.

# FY 2024 Original LOT Expenditures



Local Option Tax Original Fund – Revenues

|                                   | FY 2021<br>Audited<br>Actuals          | FY 2022<br>Audited<br>Actuals          | FY 2023<br>Adopted w/<br>Amended<br>Budget           | FY 2024<br>Proposed<br>Budget          | One-Time        |
|-----------------------------------|----------------------------------------|----------------------------------------|------------------------------------------------------|----------------------------------------|-----------------|
| <b>REVENUES</b>                   | 3,391,025                              | 3,784,297                              | 3,637,935                                            | 3,299,890                              | 191,578         |
|                                   |                                        |                                        |                                                      |                                        |                 |
| <b>Projected Revenue Changes</b>  | <b>FY 2021<br/>Audited<br/>Actuals</b> | <b>FY 2022<br/>Audited<br/>Actuals</b> | <b>FY 2023<br/>Adopted w/<br/>Amended<br/>Budget</b> | <b>FY 2024<br/>Proposed<br/>Budget</b> | <b>One-Time</b> |
| Fund Revenue                      | 3,391,025                              | 3,784,297                              | 2,700,000                                            | 3,195,890                              | -               |
| Fund Balance                      |                                        |                                        | 146,469                                              | 104,000                                | 191,578         |
| <b>Sub-Total</b>                  | 3,391,025                              | 3,784,297                              | 2,846,469                                            | 3,299,890                              | 191,578         |
|                                   |                                        |                                        |                                                      |                                        |                 |
| <b>Inflationary Changes</b>       |                                        |                                        |                                                      |                                        |                 |
| Fund Balance FY23 NGO's           | -                                      | -                                      | 268,000                                              |                                        |                 |
| Fund Balance FY23                 |                                        |                                        | 122,903                                              |                                        |                 |
| Fund Balance FY22 to CIP          |                                        |                                        | 400,563                                              |                                        |                 |
|                                   |                                        |                                        |                                                      |                                        |                 |
|                                   |                                        |                                        |                                                      |                                        |                 |
| <b>Sub-Total</b>                  | -                                      | -                                      | 791,466                                              | -                                      |                 |
|                                   |                                        |                                        |                                                      |                                        |                 |
| <b>Total Revenue</b>              | <b>3,391,025</b>                       | <b>3,784,297</b>                       | <b>3,637,935</b>                                     | <b>3,299,890</b>                       | <b>191,578</b>  |
|                                   |                                        |                                        |                                                      |                                        |                 |
| <b>Total Expenditures</b>         | 2,207,093                              | 4,678,850                              | 3,637,935                                            | 3,299,890                              | 191,578         |
|                                   |                                        |                                        |                                                      |                                        |                 |
| <b>Total Revenue Over/(Under)</b> | 1,183,932                              | (894,553)                              | -                                                    | (0)                                    | (0)             |



## Local Option Tax Original Fund – Expenditures

|     |                                                | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted w/<br>Amended<br>Budget | FY 2024<br>Proposed<br>Budget | One-Time       |
|-----|------------------------------------------------|-------------------------------|-------------------------------|--------------------------------------------|-------------------------------|----------------|
|     | <b>EXPENDITURES</b>                            | 2,207,093                     | 5,293,552                     | 3,637,935                                  | 3,299,890                     | 191,578        |
|     |                                                |                               |                               |                                            |                               |                |
|     |                                                | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted w/<br>Amended<br>Budget | FY 2024<br>Proposed<br>Budget | One-Time       |
| 1.  | City Emergency Services                        | 1,309,465                     | 1,718,672                     | 1,900,000                                  | 2,000,000                     |                |
| 2.  | Transfer to GF CIP                             | -                             | 1,626,362                     | 531,691                                    | 213,654                       | -              |
| 3.  | Consolidated Dispatch                          | 156,850                       | 161,556                       | 166,403                                    | 171,395                       |                |
| 4.  | Wagon Days                                     | 80,000                        | 117,000                       | 132,250                                    | 171,250                       |                |
| 5.  | Events                                         | 32,830                        | 105,409                       | 85,000                                     | 85,000                        |                |
| 6.  | Visit Sun Valley SVMA                          | 110,000                       | 200,000                       | -                                          | -                             |                |
| 7.  | Mountain Rides                                 | 469,000                       | 687,000                       | 769,000                                    | 631,000                       | 165,000        |
| 8.  | Administrative GF Direct Costs                 | 2,500                         | 3,000                         | 5,000                                      | 5,000                         |                |
| 9.  | Contingency                                    | -                             | 9,000                         | -                                          | -                             |                |
| 10. | SVED                                           | -                             | 13,750                        | 15,000                                     | -                             | 15,000         |
| 11. | Idaho Dark Sky Alliance                        | -                             | 2,200                         | 2,500                                      | -                             | 2,500          |
| 12. | Friends of the Sawtooth National FSAC          | -                             | 4,000                         | 4,000                                      | -                             | 5,000          |
| 13. | Mountain Humane                                | -                             | -                             | 4,500                                      | -                             | 4,078          |
| 14. | Other                                          | 46,448                        | 1,091                         | 1,000                                      | 1,000                         |                |
|     | <b>Total Expenditures</b>                      | <b>2,207,093</b>              | <b>4,649,040</b>              | <b>3,616,344</b>                           | <b>3,278,299</b>              | <b>191,578</b> |
|     |                                                |                               |                               |                                            |                               |                |
| 15. | <b>Granicus (Short Term Rental Compliance)</b> | -                             | 29,810                        | 21,591                                     | 21,591                        |                |
|     |                                                | -                             |                               |                                            |                               |                |
|     | <b>Total Expenditures</b>                      | <b>2,207,093</b>              | <b>4,678,850</b>              | <b>3,637,935</b>                           | <b>3,299,890</b>              | <b>191,578</b> |

Local Option Tax 1% Add'l Fund – Revenue

|                                        | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted w/<br>Amended<br>Budget | FY 2024<br>Proposed<br>Budget | One-Time |
|----------------------------------------|-------------------------------|-------------------------------|--------------------------------------------|-------------------------------|----------|
| <b>REVENUES</b>                        |                               |                               |                                            |                               |          |
|                                        | 2,847,371                     | 3,137,741                     | 3,671,147                                  | 2,682,842                     |          |
|                                        |                               |                               |                                            |                               |          |
| <b>Projected Revenue Changes</b>       |                               |                               |                                            |                               |          |
|                                        |                               |                               |                                            |                               |          |
| Fund Revenue                           | 2,847,371                     | 3,137,741                     | 2,766,247                                  | 2,566,247                     |          |
| Fund Balance                           |                               |                               |                                            | 116,595                       |          |
| <b>Sub-Total</b>                       | 2,847,371                     | 3,137,741                     | 2,766,247                                  | 2,682,842                     |          |
|                                        |                               |                               |                                            |                               |          |
| <b>Inflationary Changes</b>            |                               |                               |                                            |                               |          |
| Fund Balance FY 2022 RELEASE           | -                             | -                             | 904,900                                    |                               |          |
| Fund Balance FY 2023 RELEASE           |                               |                               | -                                          |                               |          |
| <b>Sub-Total</b>                       | -                             | -                             | 904,900                                    | -                             |          |
|                                        |                               |                               |                                            |                               |          |
| <b>Total Revenue with Changes</b>      | <b>2,847,371</b>              | <b>3,137,741</b>              | <b>3,671,147</b>                           | <b>2,682,842</b>              |          |
|                                        |                               |                               |                                            |                               |          |
| <b>Total Expenditures with Changes</b> | 3,128,800                     | 2,266,247                     | 3,671,147                                  | 2,682,842                     | -        |
|                                        |                               |                               |                                            |                               |          |
| <b>Total Revenue Over/Under</b>        | (281,429)                     | 871,495                       | -                                          | -                             |          |

Local Option Tax 1% Add'l Fund – Expenditures

| EXPENDITURES                                              | FY 2021 Audited Actuals | FY 2022 Audited Actuals | FY 2023 Adopted w/ Amended Budget | FY 2024 Proposed Budget | One-Time |
|-----------------------------------------------------------|-------------------------|-------------------------|-----------------------------------|-------------------------|----------|
|                                                           | 3,128,800               | 2,266,247               | 3,671,147                         | 2,682,842               | -        |
|                                                           |                         |                         |                                   |                         |          |
| Expenditures                                              | FY 2021 Audited Actuals | FY 2022 Audited Actuals | FY 2023 Adopted w/ Amended Budget | FY 2024 Proposed Budget | One-Time |
| SUN VALLEY AIR SERVICE BOARD                              | 3,062,553               | 2,200,000               | 2,362,500                         | 1,316,595               | -        |
| TRANSFER TO ORIG LOT-DIR COST                             | 66,247                  | 66,247                  | 66,247                            | 66,247                  | -        |
| HOUSING TRANSFER                                          |                         |                         | 337,500                           | 1,300,000               |          |
| <b>Total Expenditures</b>                                 | <b>3,128,800</b>        | <b>2,266,247</b>        | <b>2,766,247</b>                  | <b>2,682,842</b>        | <b>-</b> |
|                                                           |                         |                         |                                   |                         |          |
|                                                           |                         |                         |                                   |                         | -        |
|                                                           |                         |                         |                                   |                         |          |
| Additional Funding Requests                               |                         |                         |                                   |                         |          |
| SUN VALLEY AIR SERVICE BOARD RELEASE FUND BALANCE FY 2022 |                         |                         | 904,900                           |                         |          |
| EXCESS FUND RELEASE TO SVASB                              |                         |                         | -                                 |                         |          |
|                                                           |                         |                         |                                   |                         |          |
| <b>Total Expenditures</b>                                 | <b>3,128,800</b>        | <b>2,266,247</b>        | <b>3,671,147</b>                  | <b>2,682,842</b>        | <b>-</b> |

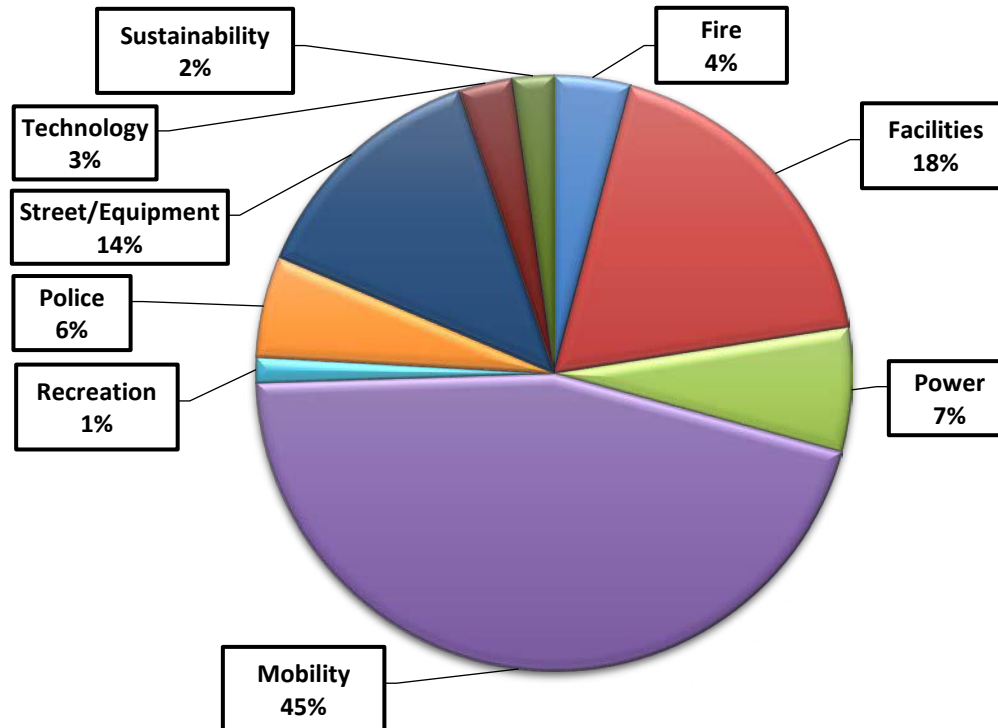


City of Ketchum | 2024 Draft Budget  
General Fund Capital Improvement Plan

Fiscal Year 2024 is the third year of the updated five-year Capital Improvement Plan. Planned expenses for FY24 total \$2,201,563. This amount is higher than presented previously in May due to updated costs associated with powerline undergrounding in conjunction with the Highway 75 project. It is also important to note that one of the street equipment purchases (\$250,000) is under review to determine if a lease-purchase is more financially advantageous.

The following pages contain expense detail for each fiscal year and is organized by function area. Project requests for the remaining fiscal years exceed the amount of funding from planned resources. Therefore, the CIP plan will be reviewed annually to make necessary changes to ensure expenses align with resources. The CIP also serves as a basis to calculate development impact fees for fire, police, and parks.

FY24 Total Proposed Expense: \$ 2,201,563



# Capital Improvement | FY24 Detail

|    | Description                                                                                           | Department              | Projected Cost     |
|----|-------------------------------------------------------------------------------------------------------|-------------------------|--------------------|
|    | <b>FY 2024</b>                                                                                        |                         |                    |
| 4  | Firefighting EQ (tools)                                                                               | Fire                    | \$14,860           |
| 5  | PPE (turnout gear)                                                                                    | Fire                    | \$31,375           |
| 6  | Radios (portable)                                                                                     | Fire                    | \$14,000           |
| 7  | Medical (city provided)                                                                               | Fire                    | \$4,000            |
| 8  | Rescue (city provided)                                                                                | Fire                    | \$24,800           |
| 9  | Shop Tools                                                                                            | Fire                    | \$2,500            |
| 10 |                                                                                                       | <b>Fire</b>             | <b>\$91,535</b>    |
| 11 | Water Conservation Upgrades Cost Savings                                                              | Facilities              | \$20,000           |
| 12 | Atkinson Park Irrigation Upgrades                                                                     | Facilities              | \$25,000           |
| 13 | Replace Trash Cans (Citywide)                                                                         | Facilities              | \$10,000           |
| 14 | Replace Gator                                                                                         | Facilities              | \$18,000           |
| 15 | Replace 2004 Ford Ranger                                                                              | Facilities              | \$35,000           |
| 16 | Splash Pad - Replace 2 Pumps                                                                          | Facilities              | \$8,500            |
| 17 | Forest Service Park upgrades                                                                          | Facilities              | TBD                |
| 18 | Forest Service Park drinking fountain/bottle filler                                                   | Facilities              | \$3,500            |
| 19 | Warm Springs Preserve - Phase I                                                                       | Facilities              | TBD                |
| 20 | Atkinson Park Refurbish Legion Ballfield                                                              | Facilities              | \$150,000          |
| 21 | Edelweiss Park Install Irrigation Hookup                                                              | Facilities              | \$10,000           |
| 22 | Rotary Park Bathroom & Shelter Roof Replacements                                                      | Facilities              | \$50,000           |
| 23 | Rotary Park addl upgrades (paint, pavers, picnic tables, play structure)                              | Facilities              | \$55,389           |
| 27 | Town Square Upgrades                                                                                  | Facilities              | TBD                |
| 28 | Solar Panels ( Fire)                                                                                  | Facilities              | TBD                |
| 29 | Power Line Undergrounding - south of town (will change)                                               | Power                   | \$150,000          |
| 30 |                                                                                                       | <b>Facilities/Power</b> | <b>\$535,389</b>   |
| 31 | Downtown Core Sidewalk infill                                                                         | Mobility                | \$222,000          |
| 32 | Sidewalk Curb and Gutter Repairs                                                                      | Mobility                | \$111,111          |
| 33 | 4th Street Paver Replacement - Phase II                                                               | Mobility                | TBD                |
| 34 | Main Street Design                                                                                    | Mobility                | \$300,000          |
| 35 | Main and 1st Street - Pedestrian Safety (Construction) (deferred from & estimated in '23)             | Mobility                | \$104,400          |
| 36 | Main Street and Sun Valley Road - Pedestrian Safety (Construction) (deferred from & estimated in '23) | Mobility                | \$113,100          |
| 37 | Main Street and 5th Street - Pedestrian Safety (Construction) (deferred from & estimated in '23)      | Mobility                | \$104,400          |
| 38 | Main Street and 6th Street - Pedestrian Safety (Construction) (deferred from & estimated in '23)      | Mobility                | \$52,200           |
| 39 |                                                                                                       | <b>Mobility</b>         | <b>\$1,007,211</b> |

|    | Description                                                                 | Department                     | Projected Cost     |
|----|-----------------------------------------------------------------------------|--------------------------------|--------------------|
|    | <b>FY 2024</b>                                                              |                                |                    |
| 40 | Pump park overhaul                                                          | Recreation                     | \$10,000           |
| 41 | John Deere Gator                                                            | Recreation                     | \$20,000           |
| 42 |                                                                             | <b>Recreation</b>              | <b>\$30,000</b>    |
| 43 | Patrol vehicle replacement HOLD                                             | Police                         | \$57,000           |
| 44 | Tasers                                                                      | Police                         | \$30,509           |
| 45 | Mobile radios                                                               | Police                         | \$18,154           |
| 46 | Body Cams                                                                   | Police                         | \$16,765           |
| 47 |                                                                             | <b>Police</b>                  | <b>\$122,428</b>   |
| 48 | Elgin Eagle (2006) - Sweeper (lease/purchase TBD)                           | Street/Equipment               | \$250,000          |
| 49 | Dodge Durango (2001) - replacement car (might repurpose from another dept.) | Street/Equipment               | \$50,000           |
| 50 |                                                                             | <b>Street/Equipment</b>        | <b>\$300,000</b>   |
| 51 | IT Upgrades                                                                 | Technology                     | \$65,000           |
| 52 |                                                                             | <b>Technology</b>              | <b>\$65,000</b>    |
| 53 | Sustainability Infrastructure                                               | Sustainability Infracst        | \$50,000           |
| 54 |                                                                             | <b>Sustainability Infracst</b> | <b>\$50,000</b>    |
| 55 | % for Art                                                                   | % for Art                      | \$0                |
| 56 | --                                                                          | <b>% for Art</b>               | <b>\$0</b>         |
| 58 | <b>2024 Proposed Totals</b>                                                 |                                | <b>\$2,201,563</b> |

\*Highlight = projects on hold.

\*\*Council-approved budget amendments will be made in FY24 to align project totals and Ketchum Urban Renewal Agency (KURA) reimbursements.

## Capital Improvement | FY25 Detail

|    | Description                                                      | Department              | Projected Cost   |
|----|------------------------------------------------------------------|-------------------------|------------------|
|    | <b>FY 2025</b>                                                   |                         |                  |
| 5  | Firefighting EQ (tools)                                          | Fire                    | \$14,860         |
| 6  | PPE (turnout gear)                                               | Fire                    | \$31,375         |
| 7  | Radios (portable)                                                | Fire                    | \$14,000         |
| 8  | Medical (city provided)                                          | Fire                    | \$4,000          |
| 9  | Rescue (city provided)                                           | Fire                    | \$24,800         |
| 10 | Utility Pickup                                                   | Fire                    | \$110,000        |
| 11 | Shop Tools                                                       | Fire                    | \$2,500          |
| 12 |                                                                  | <b>Fire</b>             | <b>\$201,535</b> |
| 13 | Water Conservation Upgrades Cost Savings                         | Facilities              | \$20,000         |
| 14 | Replace Gravely Zero turn mower                                  | Facilities              | \$16,000         |
| 15 | Replace Rotary Park drinking fountain                            | Facilities              | \$3,500          |
| 16 | Replace Rotary Park river pathway                                | Facilities              | \$15,000         |
| 17 | Atkinson Park Irrigation Upgrades                                | Facilities              | \$25,000         |
| 18 | Farnlun Park Irrigation Hookup                                   | Facilities              | \$10,000         |
| 19 | Farnlun Park Potable Water                                       | Facilities              | \$15,000         |
| 20 | Skate Park - Permanent Bathrooms                                 | Facilities              | \$125,000        |
| 21 | Replace Trash Cans (Citywide)                                    | Facilities              | \$10,000         |
| 22 | Town Square Upgrades                                             | Facilities              | TBD              |
| 23 | Power Line Undergrounding                                        | Power                   | \$180,000        |
| 24 |                                                                  | <b>Facilities/Power</b> | <b>\$419,500</b> |
| 25 | Lewis & Northwood - sidewalk, gutter, roadway (Engineering)      | Mobility                | \$200,000        |
| 26 | Warm Springs lift area - sidewalk, gutter, roadway (Engineering) | Mobility                | \$250,000        |
| 27 | 1st Avenue and 1st Street - Pedestrian Safety                    | Mobility                | \$130,000        |
| 28 | 1st Avenue and 4th Street - Pedestrian Safety                    | Mobility                | \$140,000        |
| 29 | 1st Avenue and 5th Street - Pedestrian Safety                    | Mobility                | \$140,000        |
| 30 | East Avenue and 2nd Street - Pedestrian Safety                   | Mobility                | \$120,000        |
| 31 | East Avenue and 5th Street - Pedestrian Safety                   | Mobility                | \$130,000        |
| 32 | Town Square Alley - asphalt                                      | Mobility                | \$50,000         |
| 33 | Walnut Avenue Mill & Overlay (dependent on fog sealing project)  | Mobility                | \$500,993        |
| 34 | Main Street Design                                               | Mobility                | \$450,000        |
| 34 | SH-75 Pathway-North of Town (Construction)                       | Mobility                | \$257,000        |
| 35 | Downtown Core Sidewalk infill                                    | Mobility                | \$222,000        |
| 36 | Sidewalk Curb and Gutter Repairs                                 | Mobility                | \$111,111        |
| 37 |                                                                  | Mobility                | \$2,701,104      |

*Highlight = projects on hold*

|    | Description                                        | Department                 | Projected Cost     |
|----|----------------------------------------------------|----------------------------|--------------------|
|    | <b>FY 2025</b>                                     |                            |                    |
| 38 | New vehicle (hybrid)                               | Police                     | \$60,000           |
| 39 | New handguns (12 units included)                   | Police                     | \$14,000           |
| 40 | Tasers                                             | Police                     | \$7,000            |
| 41 |                                                    | Police                     | \$81,000           |
| 42 | Standby Generator                                  | Street/Equipment           | \$150,000          |
| 43 | Elgin Geovac (2000) - Sweeper (lease/purchase TBD) | Street/Equipment           | \$300,000          |
| 44 | 140 Grader (TBD) - (lease/purchase TBD)            | Street/Equipment           | \$450,000          |
| 45 |                                                    | Street/Equipment           | \$900,000          |
| 46 | IT Upgrades                                        | Technology                 | \$65,000           |
| 47 |                                                    | Technology                 | \$65,000           |
| 48 | Sustainability Infrastructure                      | Sustainability Infrastruct | \$50,000           |
| 49 |                                                    | Sustainability Infrastruct | \$50,000           |
| 50 | % for Art                                          | % for Art                  | \$0                |
| 51 |                                                    | % for Art                  | \$0                |
| 52 | <b>2025 Proposed Totals</b>                        |                            | <b>\$4,418,139</b> |

## Capital Improvement | FY26 Detail

|    | Description                                                        | Department                           | Projected Cost     |
|----|--------------------------------------------------------------------|--------------------------------------|--------------------|
|    | <b>FY 2026</b>                                                     |                                      |                    |
| 5  | Firefighting EQ (tools)                                            | Fire                                 | \$14,860           |
| 6  | PPE (turnout gear)                                                 | Fire                                 | \$31,375           |
| 7  | Radios (portable)                                                  | Fire                                 | \$14,000           |
| 8  | Medical (city provided)                                            | Fire                                 | \$4,000            |
| 9  | Rescue (city provided)                                             | Fire                                 | \$24,800           |
| 10 | Shop Tools                                                         | Fire                                 | \$2,500            |
| 11 |                                                                    | <b>Fire</b>                          | <b>\$91,535</b>    |
| 12 | Atkinson Park Irrigation Upgrades                                  | Facilities                           | \$25,000           |
| 13 | Paint Ore Wagon Museum                                             | Facilities                           | \$25,000           |
| 14 | City Hall Elevator Replacement                                     | Facilities                           | \$120,000          |
| 15 | City Hall Electrical Upgrades                                      | Facilities                           | TBD                |
| 16 | Replace Rotary Park restroom fixtures                              | Facilities                           | \$8,500            |
| 17 | Replace Trash Cans (Citywide)                                      | Facilities                           | \$10,000           |
| 18 | Power Line Undergrounding                                          | Power                                | \$180,000          |
| 19 |                                                                    | <b>Facilities/Power</b>              | <b>\$368,500</b>   |
| 20 | Warm Springs Road and Saddle Road - Pedestrian Safety              | Mobility                             | \$170,000          |
| 21 | Downtown Core Sidewalk infill                                      | Mobility                             | \$222,000          |
| 22 | Warm Springs Road Reconfiguration                                  | Mobility                             | TBD                |
| 23 | East Avenue Reconstruction (dependent on 23's fog sealing project) | Mobility                             | \$1,345,982        |
| 24 | Sidewalk Curb and Gutter Repairs                                   | Mobility                             | \$111,111          |
| 25 |                                                                    | <b>Mobility</b>                      | <b>\$1,849,093</b> |
| 26 | Vehicle Replacement                                                | Police                               | \$60,000           |
| 27 | Tasers                                                             | Police                               | \$7,000            |
| 28 |                                                                    | <b>Police</b>                        | <b>\$67,000</b>    |
| 29 | Elgin Pelican (2001) - Sweeper (lease/purchase TBD)                | Street/Equipment                     | \$300,000          |
| 30 | New Snow Blower - (lease/purchase TBD)                             | Street/Equipment                     | \$850,000          |
| 31 | Boom Truck                                                         | Street/Equipment                     | \$100,000          |
| 32 |                                                                    | <b>Street/Equipment</b>              | <b>\$1,250,000</b> |
| 33 | IT Upgrades                                                        | Technology                           | \$65,000           |
| 34 |                                                                    | <b>Technology</b>                    | <b>\$65,000</b>    |
| 35 | Sustainability Infrastructure                                      | Sustainability Infrastructure        | \$50,000           |
| 36 |                                                                    | <b>Sustainability Infrastructure</b> | <b>\$50,000</b>    |
| 37 | % for Art                                                          | % for Art                            | \$0                |
| 38 |                                                                    | <b>% for Art</b>                     | <b>\$0</b>         |
| 39 | <b>2026 Proposed Totals</b>                                        |                                      | <b>\$3,741,128</b> |

Highlight = projects on hold

## Capital Improvement | FY27 Detail

|    | Description                      | Department                           | Projected Cost     |
|----|----------------------------------|--------------------------------------|--------------------|
| 4  | <b>FY 2027</b>                   |                                      |                    |
| 4  | Firefighting EQ (tools)          | Fire                                 | \$14,860           |
| 5  | PPE (turnout gear)               | Fire                                 | \$31,375           |
| 6  | Radios (portable)                | Fire                                 | \$14,000           |
| 7  | Medical (city provided)          | Fire                                 | \$4,000            |
| 8  | Rescue (city provided)           | Fire                                 | \$24,800           |
| 9  | Command Vehicle                  | Fire                                 | \$150,000          |
| 9  | Shop Tools                       | Fire                                 | \$2,500            |
| 10 |                                  | <b>Fire</b>                          | <b>\$241,535</b>   |
| 11 | Replace Trash Cans (Citywide)    | Facilities                           | \$10,000           |
| 12 | Power Line Undergrounding        | Power                                | \$180,000          |
| 13 |                                  | <b>Facilities/Power</b>              | <b>\$190,000</b>   |
| 14 | Downtown Core Sidewalk infill    | Mobility                             | \$222,000          |
| 15 | Sidewalk Curb and Gutter Repairs | Mobility                             | \$111,111          |
| 16 |                                  | <b>Mobility</b>                      | <b>\$333,111</b>   |
| 17 | Zamboni                          | Recreation                           | \$60,000           |
| 18 |                                  | <b>Recreation</b>                    | <b>\$60,000</b>    |
| 19 | Rifle Replacements (18 Units)    | Police                               | \$18,000           |
| 20 | Tasers                           | Police                               | \$7,000            |
| 21 | Vehicle Purchase                 | Police                               | \$60,000           |
| 22 |                                  | <b>Police</b>                        | <b>\$85,000</b>    |
| 23 | Kenworth 10-Wh T 800 (1992)      | Street/Equipment                     | \$200,000          |
| 24 | Bobcat Toolcat (2013)            | Street/Equipment                     | \$83,900           |
| 25 | F350 Flatbed (2000)              | Street/Equipment                     | \$60,000           |
| 26 |                                  | <b>Street/Equipment</b>              | <b>\$343,900</b>   |
| 27 | IT Upgrades                      | Technology                           | \$65,000           |
| 28 |                                  | <b>Technology</b>                    | <b>\$65,000</b>    |
| 29 | Sustainability Infrastructure    | Sustainability Infrastructure        | \$50,000           |
| 30 |                                  | <b>Sustainability Infrastructure</b> | <b>\$50,000</b>    |
| 31 | % for Art                        | % for Art                            | \$0                |
| 32 |                                  | <b>% for Art</b>                     | <b>\$0</b>         |
| 33 | <b>2027 Proposed Totals</b>      |                                      | <b>\$1,368,546</b> |



# Capital Improvement | FY28 to FY33 Detail

|                                                      | 2028           | 2029           | 2030                   | 2031           | 2032           | 2033           |
|------------------------------------------------------|----------------|----------------|------------------------|----------------|----------------|----------------|
|                                                      | Projected Cost | Projected Cost | Projected Cost         | Projected Cost | Projected Cost | Projected Cost |
| <b>Fire</b>                                          |                |                |                        |                |                |                |
| Station 2                                            | \$ 9,000,000   |                |                        |                |                |                |
| Engine 2                                             |                |                | \$ 1,000,000.00        |                |                |                |
|                                                      |                |                |                        |                |                |                |
| <b>Department Total</b>                              | \$ 9,000,000   |                | \$ 1,000,000.00        |                |                |                |
| <b>Facilities</b>                                    |                |                |                        |                |                |                |
| benches for skate park                               | \$ 7,500.00    |                |                        |                |                |                |
| Replace F350                                         |                |                |                        |                | \$ 55,000.00   |                |
| Lucy Loken Restroom redo                             |                |                | \$ 25,000.00           |                |                |                |
| dump trailer                                         |                |                |                        |                |                |                |
| Mini sweeper                                         | \$ 150,000.00  |                |                        |                |                |                |
| Lucy Loken Drinking fountain                         | \$ 3,500.00    |                |                        |                |                |                |
|                                                      |                |                |                        |                |                |                |
| <b>Department Total</b>                              | \$ 161,000.00  |                | \$ 25,000.00           |                | \$ 55,000.00   |                |
| <b>Power</b>                                         |                |                |                        |                |                |                |
|                                                      |                |                |                        |                |                |                |
|                                                      |                |                |                        |                |                |                |
| <b>Department Total</b>                              |                |                |                        |                |                |                |
| <b>Mobility</b>                                      |                |                |                        |                |                |                |
| City Wide Pavement Condition Survey                  | \$ 100,000.00  |                |                        |                |                |                |
| SH-75 Corridor Signal Upgrades                       | \$ 140,000.00  |                |                        |                |                |                |
| Traffic Signals Computer/Server                      | \$ 10,000.00   | \$ 5,000.00    | \$ 5,000.00            | \$ 5,000.00    | \$ 5,000.00    | \$ 5,000.00    |
| Warm Springs and Parkway Dr. Sidewalk (engineering)  | \$ 20,000.00   |                |                        |                |                |                |
| Warm Springs and Parkway Dr. Sidewalk (construction) | \$ 250,000.00  |                |                        |                |                |                |
| Transportation Plan Update                           |                |                |                        | \$ 100,000.00  |                |                |
| Downtown Core Sidewalk infill                        | \$ 222,000.00  | \$ 222,000.00  | \$ 222,000.00          | \$ 222,000.00  | \$ 222,000.00  | \$ 222,000.00  |
| Sidewalk Curb and Gutter Repairs                     | \$ 111,111.00  | \$ 111,111.00  | \$ 111,111.00          | \$ 111,111.00  | \$ 111,111.00  | \$ 111,111.00  |
|                                                      |                |                |                        |                |                |                |
| <b>Department Total</b>                              | \$ 853,111.00  | \$ 338,111.00  | \$ 338,111.00          | \$ 438,111.00  | \$ 338,111.00  | \$ 338,111.00  |
| <b>Recreation</b>                                    |                |                |                        |                |                |                |
| Quick hitch broom for tractor                        | \$ 1,000.00    |                |                        |                |                |                |
| Rec building garage ceiling repair                   |                | \$ 20,000.00   |                        |                |                |                |
| Field paint liner                                    | \$ 2,000.00    |                |                        |                |                |                |
| Tennis/pickleball court resurface/paint              |                |                | \$ 20,000.00           |                |                |                |
| Toolcat/bobcat for winter use                        | \$ 60,000.00   |                |                        |                |                |                |
| John deer tractor                                    |                |                |                        | \$ 15,000.00   |                |                |
| Tennis/pickleball posts and nets                     |                |                |                        |                | \$ 15,000.00   |                |
| Passenger van                                        |                |                |                        |                |                | \$ 20,000.00   |
|                                                      |                |                |                        |                |                |                |
| <b>Department Total</b>                              | \$ 63,000.00   | \$ 20,000.00   | \$ 20,000.00           | \$ 15,000.00   | \$ 15,000.00   | \$ 20,000.00   |
| <b>Police</b>                                        |                |                |                        |                |                |                |
| WatchGuard (body camera system)                      |                | \$ 25,000.00   |                        |                |                |                |
| Lifeloc Breath Alcohol Testers (4)                   | \$ 3,200.00    |                |                        |                |                |                |
| Calibration Machine                                  | TBD            |                |                        |                |                |                |
| Tasers (5)                                           |                |                | \$ 7,500.00            |                |                |                |
|                                                      |                |                |                        |                |                |                |
| <b>Department Total</b>                              | \$ 3,200.00    | \$ 25,000.00   | \$ 7,500.00            |                |                |                |
| <b>Streets</b>                                       |                |                |                        |                |                |                |
| Osh Kosh P-2323 Plow                                 | \$300,000.00   |                |                        |                |                |                |
| Osh Kosh P-2323 Plow                                 |                | \$300,000.00   |                        |                |                |                |
| Osh Kosh P-2323 Plow                                 |                |                | \$300,000.00           |                |                |                |
| CAT 966G Series II A                                 | \$550,000.00   |                |                        |                |                |                |
| Kenworth T800 (1993)                                 |                |                |                        | \$200,000.00   |                |                |
| Kenworth T800 (2001)                                 |                |                |                        |                | \$200,000.00   |                |
| Ford Expedition                                      |                |                | \$53,000.00 Base Model |                |                |                |
| <b>Department Total</b>                              | \$850,000.00   | \$300,000.00   | \$353,000.00           | \$200,000.00   | \$200,000.00   |                |



## Enterprise Funds



The Water Division of the Utilities Department is responsible for providing potable water to the residents and businesses of Ketchum. The division operates several well sites and reservoirs throughout the city. The division also reads meters, repairs meters, supervises the installation of water taps, and processes utility billing.

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### Fiscal Year 2023 Highlights

- Adopted new tiered rate structure to promote water conservation.
- Increased funding to implement multi-year Capital Improvement Plan.

#### Personnel:

- No changes.

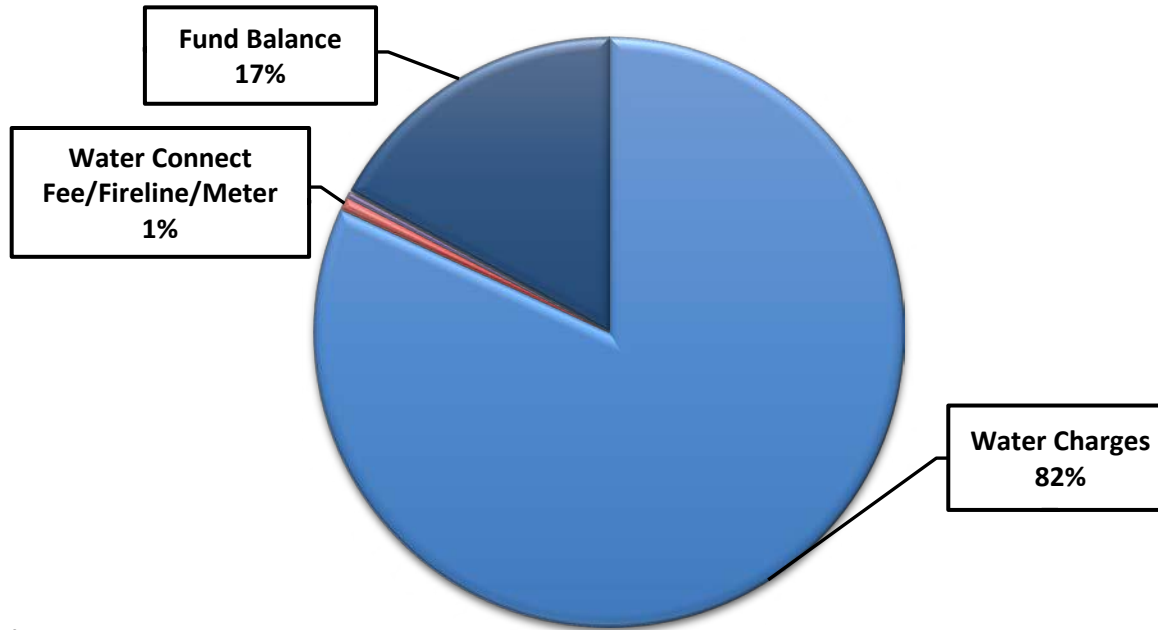
### Fiscal Year 2024 Highlights

- Finish up construction of back-up generation to our main water producing well Northwood.
- Continue planning, development and implementation of CIP projects.
- Purchasing a small hydro-vac system to aid in our valve maintenance program.
- Financial model assumes 5% rate increase to off-set personnel and implement CIP.

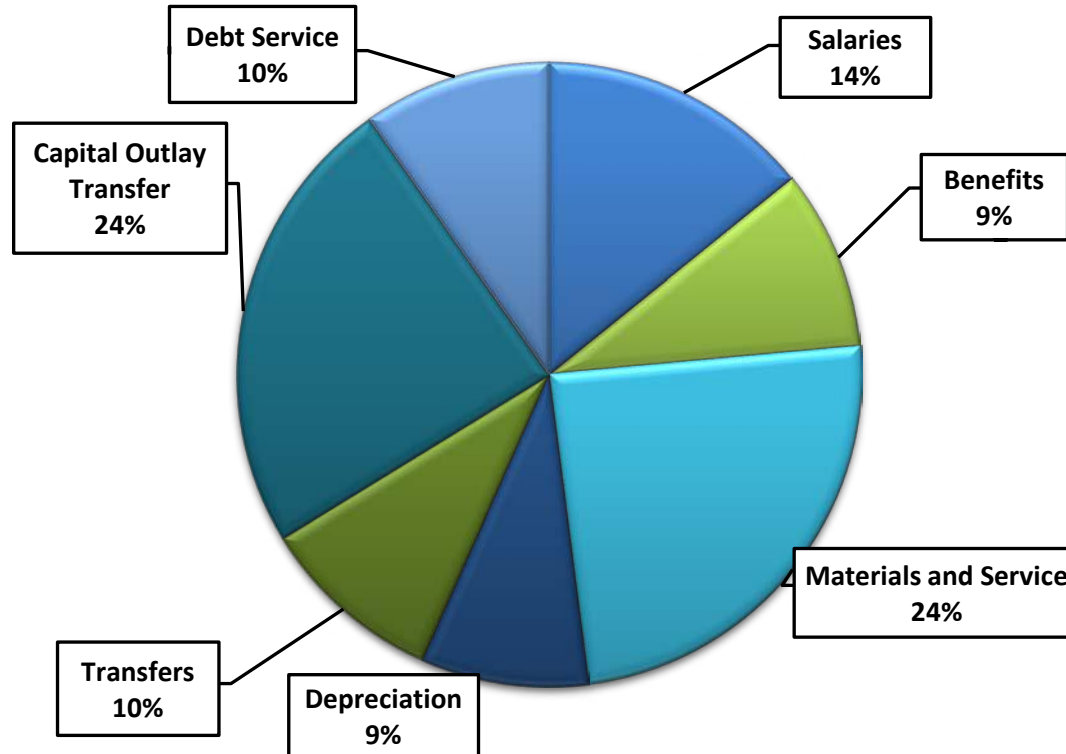
#### Personnel:

- No changes.

FY24 Water Resources



FY 2024 Water Requirements



## Water Division Revenues & Expenditures

| Revenues                            | FY 2021 Audited Actuals | FY 2022 Audited Actuals | FY 2023 Adopted Budget | FY 2024 Proposed Budget | Expenditures              | FY 2021 Audited Actuals | FY 2022 Audited Actuals | FY 2023 Adopted Budget | FY 2024 Proposed Budget |
|-------------------------------------|-------------------------|-------------------------|------------------------|-------------------------|---------------------------|-------------------------|-------------------------|------------------------|-------------------------|
| <b>WATER</b>                        | 2,286,824               | 2,158,405               | 2,815,101              | 3,168,928               | <b>WATER</b>              | 2,065,612               | 2,182,339               | 2,815,101              | 3,168,928               |
| Revenues                            | FY 2021 Audited Actuals | FY 2022 Audited Actuals | FY 2023 Adopted Budget | FY 2024 Proposed Budget | Expenditures              | FY 2021 Audited Actuals | FY 2022 Audited Actuals | FY 2023 Adopted Budget | FY 2024 Proposed Budget |
| 1. WATER CHARGES                    | 2,247,669               | 2,107,641               | 2,357,768              | 2,593,545               | 1. SALARIES               | 283,901                 | 324,986                 | 441,535                | 450,760                 |
| 2. WA CONNECT FEE/FIRELINE/METER    | 13,853                  | 21,289                  | 23,000                 | 23,000                  | 2. BENEFITS               | 159,540                 | 156,431                 | 283,764                | 295,571                 |
| 3. WATER INSPECTION FEES            | -                       | -                       | -                      | -                       | 3. MATERIALS AND SERVICES | 434,492                 | 551,582                 | 464,193                | 773,666                 |
| 4. INTEREST EARNINGS                | 5,383                   | 12,435                  | 10,000                 | 10,000                  | 4. DEPRECIATION           | 268,051                 | 269,689                 | 275,000                | 275,000                 |
| 5. REFUNDS & REIMBURSEMENTS         | (1,321)                 | 33,231                  | -                      | -                       | 5. TRANSFERS              | 791,359                 | 754,934                 | 275,000                | 304,444                 |
| 6. MISCELLANEOUS REVENUE            | 1,863                   | 1,210                   | 2,500                  | 2,500                   | 6. CAPITAL OUTLAY TRANFER | 5,750                   | -                       | 767,365                | 760,000                 |
| 7. GAIN(LOSS) ON PENSION ACTIVITY   | 19,378                  | (16,086)                | -                      | -                       | 7. DEBT SERVICE           | 128,269                 | 124,716                 | 308,244                | 309,487                 |
| 7. FUND BALANCE                     | 0                       | -                       | 421,833                | 539,883                 | <b>Total Expenditures</b> | <b>2,071,362</b>        | <b>2,182,339</b>        | <b>2,815,101</b>       | <b>3,168,928</b>        |
| <b>Total Revenue less Transfers</b> | 2,286,824               | 2,159,720               | 2,815,101              | 3,168,928               | <b>Funding Requests</b>   |                         |                         |                        |                         |
| <b>Transfers</b>                    | -                       | -                       | -                      | -                       |                           |                         |                         |                        |                         |
| <b>Total Revenue</b>                | <b>2,286,824</b>        | <b>2,159,720</b>        | <b>2,815,101</b>       | <b>3,168,928</b>        |                           |                         |                         |                        |                         |
|                                     |                         |                         |                        |                         |                           |                         |                         |                        |                         |
| <b>Total Revenue</b>                | <b>2,286,824</b>        | <b>2,159,720</b>        | <b>2,815,101</b>       | <b>3,168,928</b>        | <b>Sub-total</b>          | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>-</b>                |
|                                     |                         |                         |                        |                         |                           |                         |                         |                        |                         |
| <b>Total Expenditures</b>           | <b>2,071,362</b>        | <b>2,182,339</b>        | <b>2,815,101</b>       | <b>3,168,928</b>        | <b>Total Expenditures</b> | <b>2,071,362</b>        | <b>2,182,339</b>        | <b>2,815,101</b>       | <b>3,168,928</b>        |
|                                     |                         |                         |                        |                         |                           |                         |                         |                        |                         |
| <b>Total Revenue Over/(Under)</b>   | <b>215,462</b>          | <b>(22,619)</b>         | <b>0</b>               | <b>(0)</b>              |                           |                         |                         |                        |                         |

## Water Fund Expenditures

|    |                                     | FY 2023             |                     |                     |                     |
|----|-------------------------------------|---------------------|---------------------|---------------------|---------------------|
|    |                                     | FY 2021 AUDITED     | FY 2022 AUDITED     | ADOPTED/AMENDED     | FY 2024 PROPOSED    |
|    |                                     | ACTUALS             | ACTUALS             | BUDGET              | BUDGET              |
|    | <b>1. WATER</b>                     | <b>1,937,343.24</b> | <b>2,057,623.04</b> | <b>2,506,856.71</b> | <b>2,866,233.24</b> |
|    | <b>1. PERSONAL SERVICES</b>         | <b>443,441.20</b>   | <b>481,417.21</b>   | <b>725,298.71</b>   | <b>753,123.24</b>   |
| 1  | 1000-SALARIES-WATER                 | 261,012.45          | 298,924.94          | 410,535.00          | 411,099.00          |
| 2  | 1800-PAY DIFFERENTIAL               | 18,643.78           | 20,958.42           | 20,000.00           | 20,000.00           |
| 3  | 1900-OVERTIME                       | 4,244.74            | 5,102.64            | 11,000.00           | 11,000.00           |
| 4  | 2100-FICA TAXES-CITY                | 22,628.27           | 25,481.00           | 33,777.43           | 33,820.57           |
| 5  | 2200-STATE RETIREMENT-CITY          | 33,078.89           | 39,918.03           | 52,719.28           | 49,426.67           |
| 6  | 2400-WORKMEN'S COMPENSATION-CITY    | 7,009.01            | 8,035.85            | 8,074.00            | 21,232.00           |
| 7  | 2500-HEALTH INSURANCE-CITY          | 68,697.90           | 76,627.18           | 169,019.00          | 187,869.00          |
| 8  | 2505-HEALTH REIMBURSEMENT ACCT(HRA) | 1,685.84            | 2,073.17            | 8,529.00            | 8,529.00            |
| 9  | 2510-DENTAL INSURANCE-CITY          | 2,632.11            | 2,530.00            | 5,789.00            | 4,261.00            |
| 10 | 2515-VISION REIMBURSEMENT ACCT(HRA) | 771.37              | 848.10              | 4,050.00            | 3,900.00            |
| 11 | 2600-LONG TERM DISABILITY           | 1,019.88            | 917.88              | 1,806.00            | 1,986.00            |
| 12 | 2700-VACATION/SICK ACCRUAL PAYOUT   | 22,016.96           | -                   | -                   | -                   |
| 13 | 2710-VACATION/COMPENSATION PAYOUT   | -                   | -                   | -                   | -                   |
| 14 | 2760-EMPLOYEE HOUSING SUBSIDY       | -                   | -                   | -                   | -                   |
| 15 | 2800-STATE UNEMPLOYMENT INSURANCE   | -                   | -                   | -                   | -                   |
| 16 | <b>2. MATERIALS AND SERVICES</b>    | <b>428,742.36</b>   | <b>551,582.42</b>   | <b>721,193.00</b>   | <b>773,666.00</b>   |
| 17 | 3100-OFFICE SUPPLIES & POSTAGE      | 1,118.31            | 335.28              | 2,000.00            | 1,000.00            |
| 18 | 3120-DATA PROCESSING                | 5,154.85            | 5,394.10            | 7,100.00            | 6,000.00            |
| 19 | 3200-OPERATING SUPPLIES             | 12,923.03           | 15,032.60           | 16,500.00           | 16,500.00           |
| 20 | 3250-LABORATORY/ANALYSIS            | 2,855.50            | 7,305.00            | 4,000.00            | 4,000.00            |
| 21 | 3400-MINOR EQUIPMENT                | 1,069.43            | 1,414.14            | 2,500.00            | 2,500.00            |
| 22 | 3500-MOTOR FUELS & LUBRICANTS       | 10,306.26           | 10,467.46           | 18,000.00           | 15,000.00           |
| 23 | 3600-COMPUTER SOFTWARE              | 5,193.40            | 7,875.00            | 10,000.00           | 10,000.00           |
| 24 | 3800-CHEMICALS                      | 6,754.61            | 6,607.60            | 12,000.00           | 10,000.00           |
| 25 | 4200-PROFESSIONAL SERVICES          | 13,442.82           | 102,294.47          | 170,000.00          | 170,000.00          |
| 26 | 4300-STATE & WA DISTRICT FEES       | 10,714.00           | 20,817.09           | 17,000.00           | 60,000.00           |
| 27 | 4600-INSURANCE                      | 14,000.00           | 14,000.00           | 14,000.00           | 17,320.00           |
| 28 | 4800-DUES, SUBSCRIPTIONS, & MEMBERS | -                   | 464.00              | 8,000.00            | 1,000.00            |
| 29 | 4900-PERSONNEL TRAINING/TRAVEL/MTG  | 1,423.89            | 2,504.11            | 8,000.00            | 5,000.00            |
| 30 | 5000-ADMINISTRATIVE EXPENSE-GEN FND | 106,090.00          | 109,272.70          | 91,761.00           | 110,169.00          |
| 31 | 5100-TELEPHONE & COMMUNICATIONS     | 4,592.16            | 9,625.03            | 13,500.00           | 13,500.00           |
| 32 | 5200-UTILITIES                      | 111,728.77          | 91,408.51           | 120,000.00          | 120,000.00          |
| 33 | 5500-RIGHT-OF-WAY FEE (STREET DEPT) | 91,446.00           | 112,351.00          | 121,832.00          | 129,677.00          |
| 34 | 6000-REPAIR & MAINT-AUTO EQUIP      | 5,332.63            | 9,873.67            | 15,000.00           | 12,000.00           |
| 35 | 6100-REPAIR & MAINT-MACH & EQUIP    | 23,746.70           | 20,951.35           | 60,000.00           | 60,000.00           |
| 36 | 6910-OTHER PURCHASED SERVICES       | 850.00              | 3,589.31            | 10,000.00           | 10,000.00           |

Water Fund Expenditures, cont.

|    |                                     | FY 2021 AUDITED<br>ACTUALS | FY 2022 AUDITED<br>ACTUALS | FY 2023<br>ADOPTED/AMENDED<br>BUDGET | FY 2024 PROPOSED<br>BUDGET |
|----|-------------------------------------|----------------------------|----------------------------|--------------------------------------|----------------------------|
| 37 | <b>3. CAPITAL OUTLAY</b>            | <b>273,800.68</b>          | <b>269,689.25</b>          | <b>275,000.00</b>                    | <b>275,000.00</b>          |
| 38 | 7100-WATER EASEMENTS, LAND, ETC     | 5,750.00                   | -                          | -                                    | -                          |
| 39 | 7900-DEPRECIATION EXPENSE           | 268,050.68                 | 269,689.25                 | 275,000.00                           | 275,000.00                 |
| 40 | <b>4. OTHER EXPENDITURES</b>        | <b>791,359.00</b>          | <b>754,934.16</b>          | <b>785,365.00</b>                    | <b>1,064,444.00</b>        |
| 41 | 8801-REIMBURSE CITY GENERAL FUND    | 279,172.00                 | 287,547.16                 | 233,365.00                           | 286,444.00                 |
| 42 | 8803-REIMBURSE GF CIP-TECH/LEASING  | 6,387.00                   | 6,387.00                   | -                                    | -                          |
| 43 | 8864-TRANSFER TO WA CAPITAL IMP FND | 505,800.00                 | 461,000.00                 | 534,000.00                           | 760,000.00                 |
| 44 | 9930-WATER FUND OP. CONTINGENCY     | -                          | -                          | 18,000.00                            | 18,000.00                  |
| 45 | <b>2. WATER DEBT SERVICE EXP</b>    | <b>128,269.16</b>          | <b>124,715.84</b>          | <b>308,244.00</b>                    | <b>309,487.00</b>          |
| 46 | <b>4. OTHER EXPENDITURES</b>        | <b>128,269.16</b>          | <b>124,715.84</b>          | <b>308,244.00</b>                    | <b>309,487.00</b>          |
| 47 | 4200-PROF.SERVICES-PAYING AGENT     | 450.00                     | 450.00                     | 500.00                               | 450.00                     |
| 48 | 8300-DEBT SRVC ACCT PRINCIPAL-2015B | (121,000.00)               | (122,000.57)               | 30,000.00                            | 30,000.00                  |
| 49 | 8400-DEBT SRVC ACCT INTEREST-2015B  | 108,426.13                 | 107,514.18                 | 106,475.00                           | 105,500.00                 |
| 50 | 8600-DEBT SRVC ACCT PRINCIPAL-2016  | 121,000.00                 | 122,000.00                 | 157,000.00                           | 162,000.00                 |
| 51 | 8700-DEBT SRVC ACCT INTEREST-2016   | 19,393.03                  | 16,752.23                  | 14,269.00                            | 11,537.00                  |
| 52 | <b>Grand Total</b>                  | <b>2,065,612.40</b>        | <b>2,182,338.88</b>        | <b>2,815,100.71</b>                  | <b>3,175,720.24</b>        |

# Water Division CIP

|                                           | FY 2021 Audited Actuals | FY 2022 Audited Actuals | FY 2023 Adopted Budget | FY 2024 Proposed Budget |                                   | FY 2021 Audited Actuals | FY 2022 Audited Actuals | FY 2023 Adopted Budget | FY 2024 Proposed Budget |
|-------------------------------------------|-------------------------|-------------------------|------------------------|-------------------------|-----------------------------------|-------------------------|-------------------------|------------------------|-------------------------|
| <b>WATER CIP</b>                          | 650,162                 | 756,465                 | 830,520                | 785,000                 | <b>WATER CIP</b>                  | 525,726                 | 383,428                 | 830,520                | 785,000                 |
|                                           |                         |                         |                        |                         |                                   |                         |                         |                        |                         |
| Revenues                                  | FY 2021 Audited Actuals | FY 2022 Audited Actuals | FY 2023 Adopted Budget | FY 2024 Proposed Budget | Expenditures                      | FY 2021 Audited Actuals | FY 2022 Audited Actuals | FY 2023 Adopted Budget | FY 2024 Proposed Budget |
| 1. WATER CONNECTION FEES                  | 144,027                 | 250,394                 | 25,000                 | 25,000                  | 1. MISC SERVICES & CHARGES        | -                       | -                       | 19,000                 | -                       |
| 2. INTEREST EARNINGS                      | 335                     | 1,342                   | -                      | -                       | 2. AUTOMOTIVE EQUIPMENT           | -                       | -                       | 30,000                 | 50,000                  |
| 3. TRANSFER FROM WATER FUND               | 505,800                 | 461,000                 | 534,000                | 760,000                 | 3. MACHINERY AND EQUIPMENT        | 59,173                  | 55,412                  | 150,000                | 40,000                  |
| 4. SUN VALLEY ROAD WATER LINE REPLACEMENT |                         |                         | -                      |                         | 4. WATER METERS                   | 62,303                  | 54,653                  | 50,000                 | 30,000                  |
| 5. FUND BALANCE                           |                         |                         | 271,520                |                         | 5. WATER METER REPLACEMENT        | 6,722                   | 20,000                  | 50,000                 | -                       |
| <b>Total Revenue less Transfers</b>       | 650,162                 | 712,736                 | 830,520                | 785,000                 | 6. CONSTRUCTION                   | 46,850                  | 44,063                  | 60,000                 | 60,000                  |
|                                           |                         |                         |                        |                         | REPLACE GENERATOR WS BOOSTER      | 337,118                 | 197,967                 | -                      | -                       |
|                                           |                         |                         |                        |                         | KETCHUM SPRING WA CONVERSION      | -                       | -                       | -                      | -                       |
|                                           |                         |                         |                        |                         | ASPEN SEWER                       | -                       | -                       | -                      | -                       |
|                                           |                         |                         |                        |                         | REINHEIMER WEST MAILINE EXT       | -                       | -                       | -                      | 240,000                 |
| <b>Transfers</b>                          | -                       | -                       |                        |                         | 7. REINHEIMER EAST MAILINE EXT    | 13,560                  | 11,333                  | -                      | 165,000                 |
|                                           |                         |                         |                        |                         | 8. NEW STAND-BY GENERATOR WA/ADM. | -                       | -                       | 200,000                | 200,000                 |
| <b>Total Revenue</b>                      | 650,162                 | 712,736                 | 830,520                | 785,000                 | <b>Total Expenditures</b>         | 525,726                 | 383,428                 | 559,000                | 785,000                 |
|                                           |                         |                         |                        |                         | <b>Funding Requests</b>           |                         |                         |                        |                         |
| <b>Funding Requests</b>                   |                         |                         |                        |                         | 1. SUN VALLEY ROAD WATER LINE     |                         |                         | 271,520                |                         |
| 1.                                        |                         |                         |                        |                         | 2.                                |                         |                         |                        |                         |
| 2.                                        |                         |                         |                        |                         |                                   |                         |                         |                        |                         |
| <b>Sub-total</b>                          | -                       | -                       | -                      | -                       | <b>Sub-total</b>                  | -                       | -                       | 271,520                | -                       |
|                                           |                         |                         |                        |                         |                                   |                         |                         |                        |                         |
| <b>Total Revenue with Changes</b>         | 650,162                 | 712,736                 | 830,520                | 785,000                 | <b>Total Expenditures</b>         | 525,726                 | 383,428                 | 830,520                | 785,000                 |
| <b>Total Expenditures with Changes</b>    | 525,726                 | 383,428                 | 830,520                | 785,000                 |                                   |                         |                         |                        |                         |
|                                           |                         |                         |                        |                         |                                   |                         |                         |                        |                         |
| <b>Total Revenue Over/Under</b>           | 124,437                 | 329,308                 | -                      | -                       |                                   |                         |                         |                        |                         |

|                                     | FY 2021 AUDITED ACTUALS | FY 2022 AUDITED ACTUALS | FY 2023 ADOPTED/AMMENDED BUDGET | FY 2024 PROPOSED BUDGET |
|-------------------------------------|-------------------------|-------------------------|---------------------------------|-------------------------|
| <b>3. WATER CIP</b>                 | 525,725.60              | 383,427.96              | 902,040.00                      | 785,000.00              |
| <b>3. CAPITAL OUTLAY</b>            | 525,725.60              | 383,427.96              | 902,040.00                      | 785,000.00              |
| 6900-MISC SERVICES & CHARGES        | -                       | -                       | 19,000.00                       | -                       |
| 7500-AUTOMOTIVE EQUIPMENT           | -                       | -                       | 30,000.00                       | -                       |
| 7600-MACHINERY AND EQUIPMENT        | 59,172.55               | 55,412.41               | 150,000.00                      | -                       |
| 7650-WATER METERS                   | 62,303.40               | 54,652.90               | 50,000.00                       | 30,000.00               |
| 7653-WATER METER REPLACEMENT        | 6,721.58                | 20,000.00               | 50,000.00                       | -                       |
| 7800-CONSTRUCTION                   | 46,850.04               | 44,062.99               | 60,000.00                       | 60,000.00               |
| 7802-KETCHUM SPRING WA CONVERSION   | 337,118.03              | 197,967.16              | -                               | -                       |
| 7806-NEW STAND-BY GENERATOR WA/ADM. | 13,560.00               | 11,332.50               | 271,520.00                      | -                       |
| 7501-TRUCK                          | -                       | -                       | -                               | 50,000.00               |
| 7601-VAC TRAILER SYSTEM             | -                       | -                       | -                               | 40,000.00               |
| 7801-NW WELL BACKUP GENERATOR       | -                       | -                       | -                               | 200,000.00              |
| 7804-REINHEIMER WEST MAINLINE       | -                       | -                       | 271,520.00                      | 240,000.00              |
| 7805-REINHEIMER EAST MAINLINE       | -                       | -                       | -                               | 165,000.00              |
| <b>Grand Total</b>                  | 525,725.60              | 383,427.96              | 902,040.00                      | 785,000.00              |



Water Division CIP

| FY 2025                                |  |                      |  | FY 2026                                |  |                      |  |
|----------------------------------------|--|----------------------|--|----------------------------------------|--|----------------------|--|
| Project/ Purchase Item                 |  | Cost:                |  | Project/ Purchase Item                 |  | Cost:                |  |
| New Weyyakin mainline ext.             |  | \$ 375,000.00        |  |                                        |  |                      |  |
| Neils Way to Glade Court mainline ext. |  | \$ 75,000.00         |  |                                        |  |                      |  |
| Trail Creek Bridge Hwy 75/hang h2O +   |  | \$ 50,000.00         |  | Trail Creek Mainline Construction phas |  | \$ 380,000.00        |  |
| 64-4340-7500 Automotive Equipment      |  |                      |  | 64-4340-7500 Automotive Equipment      |  |                      |  |
| 64-4340-7600 Machinery & Equipment     |  |                      |  | 64-4340-7600 Machinery & Equipment     |  |                      |  |
| 64-4340-7650 Water Meters              |  | \$ 30,000.00         |  | 64-4340-7650 Water Meters              |  | \$ 50,000.00         |  |
| 64-4340-7653 Water Meter Replacement   |  |                      |  | 64-4340-7653 Water Meter Replacement   |  |                      |  |
| 64-4340-7800 Construction              |  | \$ 60,000.00         |  | 64-4340-7800 Construction              |  | \$ 60,000.00         |  |
|                                        |  | <b>Total:</b>        |  |                                        |  | <b>Total:</b>        |  |
|                                        |  | <u>\$ 590,000.00</u> |  |                                        |  | <u>\$ 490,000.00</u> |  |

| FY2027                               |  |                        |  | FY2028                               |  |                        |  |
|--------------------------------------|--|------------------------|--|--------------------------------------|--|------------------------|--|
| Project/ Purchase Item               |  | Cost:                  |  | Project/ Purchase Item               |  | Cost:                  |  |
| Trail Creek Mainline Construction    |  | \$ 380,000.00          |  | Spur Ln. Loop Tie in                 |  | \$ 50,000.00           |  |
| Trail Creek Well, Re-build           |  | \$ 600,000.00          |  | Saddle/Hwy75 to 10th ML ext.         |  | \$ 312,500.00          |  |
| 64-4340-7500 Automotive Equipment    |  |                        |  | 64-4340-7500 Automotive Equipment    |  |                        |  |
| 64-4340-7600 Machinery & Equipment   |  |                        |  | 64-4340-7600 Machinery & Equipment   |  |                        |  |
| 64-4340-7650 Water Meters            |  | \$ 50,000.00           |  | 64-4340-7650 Water Meters            |  | \$ 50,000.00           |  |
| 64-4340-7653 Water Meter Replacement |  |                        |  | 64-4340-7653 Water Meter Replacement |  |                        |  |
| 64-4340-7800 Construction            |  | \$ 60,000.00           |  | 64-4340-7800 Construction            |  | \$ 60,000.00           |  |
|                                      |  | <b>Total:</b>          |  |                                      |  | <b>Total:</b>          |  |
|                                      |  | <u>\$ 1,090,000.00</u> |  |                                      |  | <u>\$ 1,072,500.00</u> |  |



The Wastewater Division of the Utilities Department is responsible for collecting and treating domestic wastewater. The Sun Valley Water and Sewer District and the City of Ketchum own the wastewater treatment facility. The division operates the wastewater treatment plant and maintains the collection system in the City of Ketchum.

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### Fiscal Year 2023 Highlights

- HDR completed a draft Facility Plan to guide investment at the treatment plant for next 20 years.
- Voters approved debt issuance up to \$14M. Initial \$7M in debt has been issued.
- Draft budget assumed a 7% rate increase.
- Unplanned CIP purchase: Collections Sewer Camera - \$114,439.

#### Personnel:

- No changes.

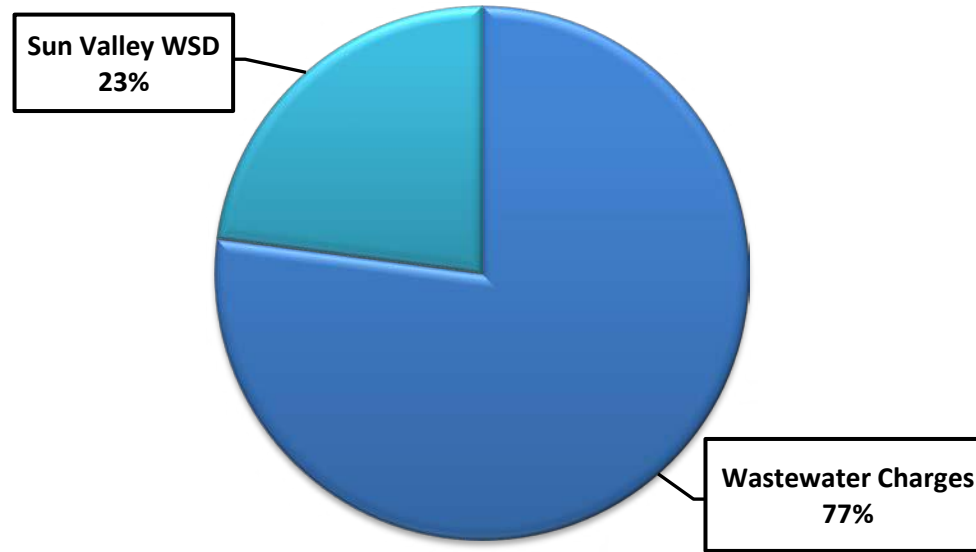
### Fiscal Year 2024 Highlights

- Complete the Collection System Facility Plan to identify maintenance and growth needs of the sewer infrastructure.
- Proposed rate increase of 5%.
- Capital Improvement Projects for treatment plant expansion and upgrades:
  - Modify Aeration Blower Building to accommodate two new blowers and upgrade outdated electrical distribution and motor control systems.
  - Aeration Basin modification to implement new treatment process to improve nitrogen removal and reduce electricity consumption.
  - Develop preliminary plans for solids handling upgrades.

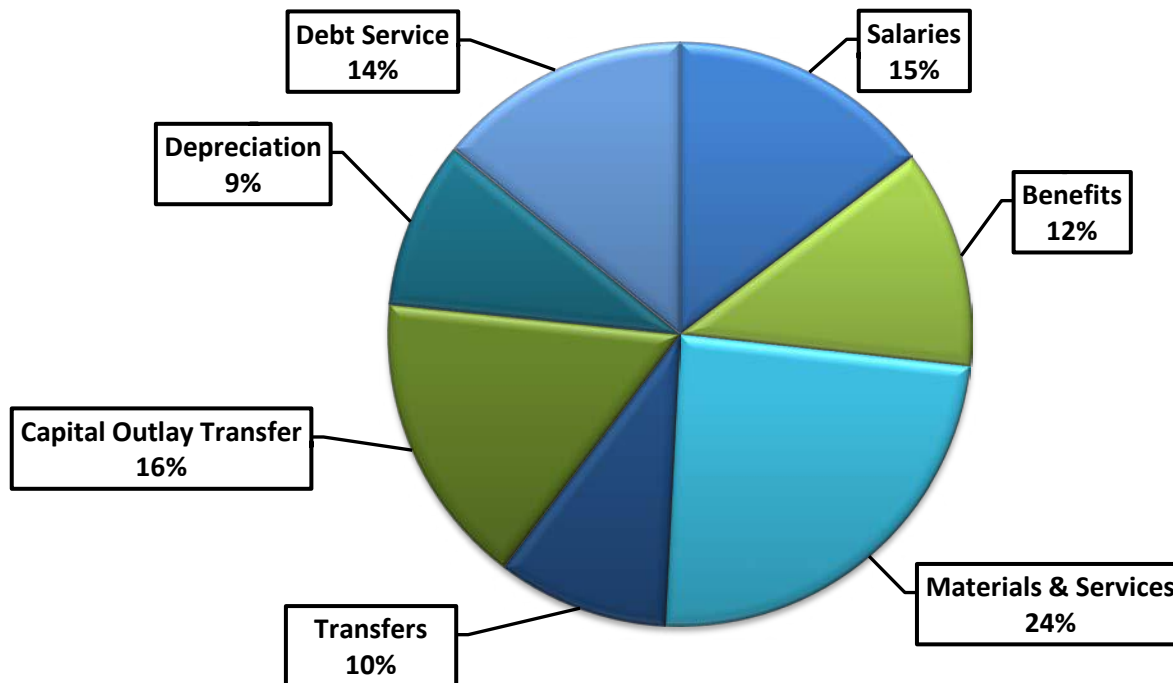
#### Personnel:

- No changes.

## FY 2024 Wastewater Resources



## FY 2024 Wastewater Requirements



## Wastewater Division Revenues & Expenditures

|                                        | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted<br>Budget | FY 2024<br>Proposed<br>Budget |                            | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted<br>Budget | FY 2024<br>Proposed<br>Budget |
|----------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|----------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| <b>Revenues</b>                        |                               |                               |                              |                               | <b>Expenditures</b>        |                               |                               |                              |                               |
| <b>WASTEWATER</b>                      | 2,858,171                     | 3,370,783                     | 6,868,120                    | 3,576,024                     | <b>WASTEWATER</b>          | 2,460,185                     | 3,291,231                     | 6,868,120                    | 3,576,024                     |
|                                        |                               |                               |                              |                               |                            |                               |                               |                              |                               |
|                                        | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted<br>Budget | FY 2024<br>Proposed<br>Budget |                            | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted<br>Budget | FY 2024<br>Proposed<br>Budget |
| <b>Revenues</b>                        |                               |                               |                              |                               | <b>Expenditures</b>        |                               |                               |                              |                               |
| 1. WASTEWATER CHARGES                  | 2,297,441                     | 2,424,758                     | 2,602,759                    | 2,732,897                     | 1. SALARIES                | 394,219                       | 476,358                       | 517,130                      | 532,633                       |
| 2. WASTEWATER INSPECTION FEES          | 720                           | 1,400                         | -                            | -                             | 2. BENEFITS                | 294,775                       | 333,862                       | 399,567                      | 441,518                       |
| 3. SUN VALLEY WA & SW DISTRICT CH      | 540,789                       | 939,048                       | 2,906,163                    | 812,576                       | 3. MATERIALS AND SERVICES  | 988,370                       | 976,086                       | 798,600                      | 854,318                       |
| 4. INTEREST EARNINGS                   | 5,564                         | 9,723                         | 7,000                        | 7,000                         | 4. TRANSFERS               | 286,801                       | 295,176                       | 330,000                      | 337,728                       |
| 5. REFUNDS & REIMBURSEMENTS            | (5,956)                       | 84                            | -                            | -                             | 5. CAPITAL OUTLAY TRANSFER | 440,000                       | 1,164,000                     | 4,567,323                    | 579,927                       |
| 6. AMORTIZED BOND PREMIUM              | 19,449                        | 20,398                        | -                            | -                             | 6. DEBT SERVICE            | 56,020                        | 45,750                        | 255,500                      | 499,900                       |
| 8. FUND BALANCE                        | -                             | -                             | 1,352,198                    | 23,551                        | 7. DEPRECIATION            |                               |                               |                              | 330,000                       |
| 7. GAIN(LOSS) ON PENSION ACTIVITY      | 164                           | (24,628)                      | -                            | -                             |                            |                               |                               |                              |                               |
| <b>Total Revenue less Transfers</b>    | <b>2,858,171</b>              | <b>3,370,783</b>              | <b>6,868,120</b>             | <b>3,576,024</b>              | <b>Total Expenditures</b>  | <b>2,460,185</b>              | <b>3,291,231</b>              | <b>6,868,120</b>             | <b>3,576,024</b>              |
| <b>Transfers</b>                       | <b>-</b>                      | <b>-</b>                      | <b>-</b>                     | <b>-</b>                      |                            |                               |                               |                              |                               |
| <b>Total Revenue</b>                   | <b>2,858,171</b>              | <b>3,370,783</b>              | <b>6,868,120</b>             | <b>3,576,024</b>              |                            |                               |                               |                              |                               |
| <b>Funding Requests</b>                |                               |                               |                              |                               | <b>Funding Requests</b>    |                               |                               |                              |                               |
|                                        |                               |                               |                              |                               |                            |                               |                               |                              |                               |
|                                        |                               |                               |                              |                               |                            |                               |                               |                              |                               |
| <b>Sub-total</b>                       | <b>-</b>                      | <b>-</b>                      | <b>-</b>                     | <b>-</b>                      | <b>Sub-total</b>           | <b>-</b>                      | <b>-</b>                      | <b>-</b>                     | <b>-</b>                      |
|                                        |                               |                               |                              |                               |                            |                               |                               |                              |                               |
| <b>Total Revenue with Changes</b>      | <b>2,858,171</b>              | <b>3,370,783</b>              | <b>6,868,120</b>             | <b>3,576,024</b>              | <b>Total Expenditures</b>  | <b>2,460,185</b>              | <b>3,291,231</b>              | <b>6,868,120</b>             | <b>3,576,024</b>              |
|                                        |                               |                               |                              |                               |                            |                               |                               |                              |                               |
| <b>Total Expenditures with Changes</b> | <b>2,460,185</b>              | <b>3,291,231</b>              | <b>6,868,120</b>             | <b>3,576,024</b>              |                            |                               |                               |                              |                               |
|                                        |                               |                               |                              |                               |                            |                               |                               |                              |                               |
| <b>Total Revenue Over/Under</b>        | <b>397,986</b>                | <b>79,552</b>                 | <b>0</b>                     | <b>0</b>                      |                            |                               |                               |                              |                               |

# Wastewater Division Expenditures

|    |                                     | FY 2021 AUDITED   | FY 2022 AUDITED   | FY 2023 ADOPTED   | FY 2024 PROPOSED  |
|----|-------------------------------------|-------------------|-------------------|-------------------|-------------------|
|    |                                     | ACTUALS           | ACTUALS           | BUDGET            | BUDGET            |
| 1  | <b>1. WASTEWATER</b>                | <b>688,994.51</b> | <b>810,219.50</b> | <b>916,696.76</b> | <b>974,150.79</b> |
| 2  | <b>1. PERSONAL SERVICES</b>         | <b>688,994.51</b> | <b>810,219.50</b> | <b>916,696.76</b> | <b>974,150.79</b> |
| 3  | 1000-SALARIES                       | 363,449.55        | 447,439.83        | 480,257.00        | 495,760.00        |
| 4  | 1800-PAY DIFFERENTIAL               | 14,820.34         | 13,649.11         | 22,968.00         | 22,968.00         |
| 5  | 1900-OVERTIME                       | 15,949.41         | 15,268.68         | 13,905.00         | 13,905.00         |
| 6  | 2100-FICA TAXES-CITY                | 28,741.49         | 35,667.76         | 39,560.44         | 40,746.42         |
| 7  | 2200-STATE RETIREMENT-CITY          | 46,105.46         | 57,235.65         | 61,745.32         | 59,548.37         |
| 8  | 2400-WORKER'S COMPENSATION-CITY     | 6,326.61          | 8,316.81          | 9,445.00          | 12,500.00         |
| 9  | 2500-HEALTH INSURANCE-CITY          | 195,647.75        | 215,887.27        | 264,310.00        | 304,386.00        |
| 10 | 2505-HEALTH REIMBURSEMENT ACCT(HRA) | 7,982.96          | 8,293.69          | 11,504.00         | 11,504.00         |
| 11 | 2510-DENTAL INSURANCE-CITY          | 4,719.92          | 4,856.76          | 5,789.00          | 5,513.00          |
| 12 | 2515-VISION REIMBURSEMENT ACCT(HRA) | 3,786.60          | 1,992.69          | 5,100.00          | 5,100.00          |
| 13 | 2550-HEALTH-VISION-CAFETERIA ADMIN  | -                 | -                 | -                 | -                 |
| 14 | 2600-LONG TERM DISABILITY           | 1,464.42          | 1,611.25          | 2,113.00          | 2,220.00          |
| 15 | 2700-VACATION/SICK ACCRUAL PAYOUT   | -                 | -                 | -                 | -                 |
| 16 | 2710-VACATION/COMPENSATION PAYOUT   | -                 | -                 | -                 | -                 |
| 17 | 2760-EMPLOYEE HOUSING SUBSIDY       | -                 | -                 | -                 | -                 |
| 18 | 2800-STATE UNEMPLOYMENT INSURANCE   | -                 | -                 | -                 | -                 |
| 19 | <b>2. WASTEWATER</b>                | <b>658,979.62</b> | <b>659,703.92</b> | <b>787,188.00</b> | <b>854,318.00</b> |
| 20 | <b>2. MATERIALS AND SERVICES</b>    | <b>658,979.62</b> | <b>659,703.92</b> | <b>787,188.00</b> | <b>854,318.00</b> |
| 21 | 3100-OFFICE SUPPLIES & POSTAGE      | 483.62            | 328.36            | 700.00            | 700.00            |
| 22 | 3120-DATA PROCESSING                | 7,730.73          | 8,091.14          | 8,500.00          | 7,500.00          |
| 23 | 3200-OPERATING SUPPLIES             | 14,111.21         | 15,954.41         | 14,000.00         | 15,625.00         |
| 24 | 3400-MINOR EQUIPMENT                | 607.03            | 645.21            | 1,100.00          | 1,100.00          |
| 25 | 3500-MOTOR FUELS & LUBRICANTS       | 8,282.55          | 12,855.75         | 14,025.00         | 25,000.00         |
| 26 | 3600-COMPUTER SOFTWARE              | 5,775.90          | 3,026.28          | 1,300.00          | 2,125.00          |
| 27 | 3800-CHEMICALS                      | 72,425.14         | 93,537.14         | 79,500.00         | 104,500.00        |
| 28 | 4200-PROFESSIONAL SERVICES          | 43,802.41         | 35,822.09         | 54,500.00         | 61,000.00         |
| 29 | 4201-IPDES PERMITS                  | 2,747.46          | 3,452.16          | 3,711.00          | 3,711.00          |
| 30 | 4600-INSURANCE                      | 32,000.00         | 32,000.00         | 39,588.00         | 32,000.00         |
| 31 | 4900-PERSONNEL TRAINING/TRAVEL/MTG  | 2,749.63          | 3,156.14          | 3,715.00          | 2,500.00          |
| 32 | 5000-ADMINSTRATIVE EXP - GEN FUND   | 146,149.00        | 150,533.47        | 125,525.00        | 129,893.00        |
| 33 | 5100- TELEPHONE & COMMUNICATION     | 2,449.59          | 6,980.32          | 7,500.00          | 6,000.00          |
| 34 | 5200-UTILITIES                      | 126,493.79        | 141,168.58        | 175,000.00        | 175,000.00        |
| 35 | 5500-RIGHT-OF-WAY FEE (STREET DEPT) | 83,481.00         | 115,934.00        | 121,624.00        | 136,664.00        |
| 36 | 6000-REPAIR & MAINT - AUTO EQUIP    | 8,020.87          | 2,377.57          | 7,500.00          | 10,000.00         |
| 37 | 6100-REPAIR & MAIN - MACH & EQUIP   | 77,357.47         | 11,239.83         | 75,000.00         | 75,000.00         |
| 38 | 6150-OHIO GULCH REPARY & REPLACE    | 17.25             | 10.74             | 1,000.00          | 1,000.00          |
| 39 | 6900-COLLECTION SYSTEM SERVICES/CHA | 24,294.97         | 22,590.73         | 53,400.00         | 65,000.00         |

Wastewater Division Expenditures, cont.

|    |                                         | FY 2021 AUDITED<br>ACTUALS | FY 2022 AUDITED<br>ACTUALS | FY 2023 ADOPTED<br>BUDGET | FY 2024 PROPOSED<br>BUDGET |
|----|-----------------------------------------|----------------------------|----------------------------|---------------------------|----------------------------|
| 40 | <b>3. WASTEWATER</b>                    | <b>329,390.44</b>          | <b>316,382.09</b>          | <b>330,000.00</b>         | <b>330,000.00</b>          |
| 41 | <b>3. CAPITAL OUTLAY</b>                | <b>329,390.44</b>          | <b>316,382.09</b>          | <b>330,000.00</b>         | <b>330,000.00</b>          |
| 42 | 7900-DEPRECIATION EXPENSE               | 329,390.44                 | 316,382.09                 | 330,000.00                | 330,000.00                 |
| 43 | <b>4. WASTEWATER</b>                    | <b>726,801.00</b>          | <b>1,459,176.16</b>        | <b>4,586,323.00</b>       | <b>917,655.00</b>          |
| 44 | <b>4. OTHER EXPENDITURES</b>            | <b>726,801.00</b>          | <b>1,459,176.16</b>        | <b>4,586,323.00</b>       | <b>917,655.00</b>          |
| 45 | 8801-REIMBURSE CITY GENERAL FUND        | 279,172.00                 | 287,547.16                 | 319,233.00                | 337,728.00                 |
| 46 | 8803-REIMBURSE GF CIP-TECH/LEASING      | 7,629.00                   | 7,629.00                   | -                         |                            |
| 47 | 8863-REIMBURSE WATER COLLECTION SYS     | 0.00                       | -                          | -                         |                            |
| 48 | 8867-TRANSFER TO WW CAP IMP FUND        | 440,000.00                 | 1,164,000.00               | 4,248,090.00              | 579,927.00                 |
| 49 | 9930-CONTINGENCY                        | -                          | -                          | 19,000.00                 | -                          |
| 50 | <b>5. WASTEWATER DEBT SERVICE EXP</b>   | <b>56,019.77</b>           | <b>45,749.61</b>           | <b>255,500.00</b>         | <b>499,900.00</b>          |
| 51 | <b>2. MATERIALS AND SERVICES</b>        | <b>450.00</b>              | <b>450.00</b>              | <b>500.00</b>             |                            |
| 52 | 4200-PROFESSIONAL SERVICES-PAYING AGENT | 450.00                     | 450.00                     | 500.00                    |                            |
| 53 | <b>4. OTHER EXPENDITURES</b>            | <b>55,569.77</b>           | <b>45,299.61</b>           | <b>255,000.00</b>         | <b>499,900.00</b>          |
| 54 | 8300-DEBT SRVC ACCT PRNCPL-2014C        | (0.26)                     | (0.37)                     | 220,000.00                |                            |
| 55 | 8400-DEBT SRVE ACCT INTEREST-2014C      | 55,570.03                  | 45,299.98                  | 35,000.00                 |                            |
| 56 | 8500-DEBT SRVC ACCT PRNCPL-S2023        | -                          | -                          | -                         | 190,000.00                 |
| 57 | 8600-DEBT SRVE ACCT INTEREST-S2023      | -                          | -                          | -                         | 309,900.00                 |
| 58 | <b>Grand Total</b>                      | <b>2,460,185.34</b>        | <b>3,291,231.28</b>        | <b>6,875,707.76</b>       | <b>3,576,023.79</b>        |

## Wastewater Division CIP

|                                        | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted<br>Budget | FY 2024<br>Proposed<br>Budget |                                        | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted<br>Budget | FY 2024<br>Proposed<br>Budget |
|----------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|----------------------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|
| <b>WASTEWATER CIP</b>                  | 536,022                       | 1,326,227                     |                              |                               | <b>WASTEWATER CIP</b>                  | 46,404                        | 685,054                       | 4,248,090                    | 3,923,653                     |
|                                        |                               |                               |                              |                               |                                        |                               |                               |                              |                               |
| Revenues                               | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted<br>Budget | FY 2024<br>Proposed<br>Budget | Expenditures                           | FY 2021<br>Audited<br>Actuals | FY 2022<br>Audited<br>Actuals | FY 2023<br>Adopted<br>Budget | FY 2024<br>Proposed<br>Budget |
|                                        |                               |                               |                              |                               | 1. BOB CAT UW56 TOOLCAT                | 273                           | 2,242                         | -                            | -                             |
|                                        | 7,511                         | -                             |                              |                               | 2. SEWER VAC TRUCK                     | -                             | 449,088                       | -                            | -                             |
| 1. WASTEWATER CONNECTION FEES          | 87,630                        | 156,274                       | 40,000                       | 40,000                        | 3. CONSTRUCTION                        | 1,043                         | 37,986                        | -                            | -                             |
| 2. INTEREST EARNINGS                   | 881                           | 5,954                         | 500                          | 500                           | 4. ENERGY EFFICIENCY PROJECTS          | 275                           | -                             | 50,000                       | 50,000                        |
| 4. SUN VALLEY WA & SW DISTRICT CH      |                               |                               |                              | 1,805,000                     | 5. HEADWORKS CONSTR. & EQUIP.          | -                             | -                             | -                            | -                             |
| 5. TRANSFER FROM WASTEWATER FUND       |                               | 1,164,000                     | 4,207,590                    | 579,927                       | 6. CAPITAL FACILITY PLAN               | 44,814                        | 100,104                       | 75,000                       | -                             |
| 6. FUND BALANCE                        |                               |                               | -                            | 1,498,226                     | 7. MICROSCOPE                          | -                             | -                             | -                            | -                             |
| <b>Total Revenue less Transfers</b>    | 96,022                        | 1,326,227                     | 4,248,090                    | 3,923,653                     | 8. CAPITAL IMP PLAN(NO SHARING)        | -                             | 95,635                        | 1,016,610                    | 313,653                       |
| <b>Transfers</b>                       | -                             | -                             | -                            | -                             | 9. AERATION BASINS - ANOXIC AND        | -                             | -                             | 2,185,660                    | 937,000                       |
| <b>Total Revenue</b>                   | <b>96,022</b>                 | <b>1,326,227</b>              | <b>4,248,090</b>             | <b>3,923,653</b>              | 10. AERATION BASINS BLOWERS & EI       | -                             | -                             | 210,120                      | 1,026,000                     |
|                                        |                               |                               |                              |                               | 11. UPGRADE FILTER PLC                 | -                             | -                             | 710,700                      | -                             |
|                                        |                               |                               |                              |                               | 12. ROTARY DRUM THICKENER & DEWATERING |                               |                               | -                            | 1,597,000                     |
| <b>Funding Requests</b>                |                               |                               |                              |                               | <b>Total Expenditures</b>              | <b>46,404</b>                 | <b>685,054</b>                | <b>4,248,090</b>             | <b>3,923,653</b>              |
| 1.                                     |                               |                               |                              |                               |                                        |                               |                               |                              |                               |
| <b>Sub-total</b>                       | -                             |                               |                              |                               |                                        |                               |                               |                              |                               |
|                                        |                               |                               |                              |                               | 1. <b>Funding Requests</b>             |                               |                               |                              |                               |
| <b>Total Revenue with Changes</b>      | <b>96,022</b>                 | <b>1,326,227</b>              | <b>4,248,090</b>             | <b>3,923,653</b>              |                                        |                               |                               |                              |                               |
| <b>Total Expenditures with Changes</b> | <b>46,404</b>                 | <b>685,054</b>                | <b>4,248,090</b>             | <b>3,923,653</b>              | <b>Sub-total</b>                       | -                             | -                             | -                            | -                             |
|                                        |                               |                               |                              |                               |                                        |                               |                               |                              |                               |
| <b>Total Revenue Over/Under</b>        | <b>49,618</b>                 | <b>641,173</b>                | -                            | -                             | <b>Total Expenditures</b>              | <b>46,404</b>                 | <b>685,054</b>                | <b>4,248,090</b>             | <b>3,923,653</b>              |

# Wastewater Division CIP

| Project                                 | 2024                | 2025                | 2026                | 2027                | 2028                | 2029                | 2030                | 2031                | 2032                |
|-----------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Aeration Basins 3&4 - Anoxic & MLR      | \$937,000           |                     |                     |                     |                     |                     |                     |                     |                     |
| Rotary Drum Thickener & Dewatering      | \$1,597,000         | \$2,245,000         | \$2,100,000         | \$2,734,000         | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 |
| Aeration Basin Blowers                  | \$1,026,000         | \$699,000           | \$1,314,250         | \$0                 | \$0                 | \$249,000           | \$1,500,000         | \$434,000           | \$1,328,750         |
| PLC Upgrades (Filters & UV)             | \$0                 | \$110,000           | \$94,000            | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 |
| Digester #1 Cover                       | \$0                 | \$0                 | \$0                 | \$275,000           | \$415,000           | \$0                 | \$0                 | \$0                 | \$0                 |
| Clarifier #1 HVAC & Roof Repair         | \$0                 | \$0                 | \$0                 | \$0                 | \$183,000           | \$0                 | \$0                 | \$0                 | \$0                 |
| Aeration Basin 1&2 Upgrades             | \$0                 | \$0                 | \$0                 | \$0                 | \$444,000           | \$1,696,000         | \$0                 | \$0                 | \$0                 |
| UV Equipment                            | \$0                 | \$0                 | \$0                 | \$0                 | \$1,694,000         | \$0                 | \$0                 | \$0                 | \$0                 |
| Replace VFDs                            | \$0                 | \$0                 | \$0                 | \$0                 | \$782,000           | \$0                 | \$0                 | \$0                 | \$0                 |
| Digester 2                              | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$924,000           | \$700,000           | \$1,024,000         | \$0                 |
| Digester 1&2 Blowers                    | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$952,000           | \$877,000           | \$0                 | \$0                 |
| Replace Generator & MCC-3               | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$635,000           | \$628,000           | \$0                 |
| Grit Removal System                     | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$1,015,000         | \$0                 |
| Pump Replacements                       | \$0                 | \$0                 | \$0                 | \$353,250           | \$0                 | \$0                 | \$0                 | \$0                 | \$353,250           |
| Upgrade PLC Hardware                    | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$1,356,000         |
| Digester 1 Diffusers                    | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$250,000           | \$0                 |
| Clarifier 1 Mechanism Replacement       | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$553,000           |
| Misc. Headworks Improvements            | \$0                 | \$0                 | \$0                 | \$51,000            | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 |
| Parking Lot Repaving                    | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$165,000           | \$500,000           |
| Outfall Clearing                        | \$0                 | \$0                 | \$83,500            | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 |
| Energy Efficient Projects               | \$50,000            |                     |                     |                     |                     |                     |                     |                     |                     |
| Construction                            | \$0                 | \$0                 | \$83,500            | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 |
| Annual Costs Shared with SVWSD          | \$3,610,000         | \$3,054,000         | \$3,591,750         | \$3,413,250         | \$3,518,000         | \$3,821,000         | \$3,712,000         | \$3,516,000         | \$4,091,000         |
| Collections Facility Plan               | \$ 100,000          |                     |                     |                     |                     |                     |                     |                     |                     |
| Sewer Video Inspection System           | \$ -                |                     |                     |                     |                     |                     |                     |                     |                     |
| Crane Truck Replacement                 | \$ 55,000           | \$ 35,000           |                     |                     |                     |                     |                     |                     |                     |
| Sewer Line Construction                 | \$ 158,653          |                     | \$ 75,000           | \$ 75,000           |                     |                     |                     |                     |                     |
| Trail Creek Bridge sewer lin relocation | \$ -                |                     |                     |                     |                     |                     |                     |                     |                     |
| Annual Costs                            | \$ 313,653          | \$ 35,000           | \$ 75,000           | \$ 75,000           |                     |                     |                     |                     |                     |
| <b>Total Expenditures</b>               | <b>\$ 3,923,653</b> | <b>\$ 3,089,000</b> | <b>\$ 3,666,750</b> | <b>\$ 3,488,250</b> | <b>\$ 3,518,000</b> | <b>\$ 3,821,000</b> | <b>\$ 3,712,000</b> | <b>\$ 3,516,000</b> | <b>\$ 4,091,000</b> |





City of Ketchum | 2024 Draft Budget  
**Community Housing (City/County) Fund**

The FY24 budget seeks to implement the second year of the Housing Action Plan, as well as serve as the staffing entity for the Blaine County Housing Authority. FY24 revenue consists of the first full fiscal year of the new, voter-approved 0.5% LOT funds as well as FY23 projected expense savings and three months of the 0.5% LOT funds. The BCHA staffing/programming is expected to be co-funded with Blaine County, similar to the countywide sustainability approach.

**Fiscal Year 2023 Highlights**

- Launched Lease to Locals program with COVID-ARPA funds.
- Launched Housing Mediation Project, emergency rental assistance, community education, and analysis of publicly owned land.
- Began staffing Blaine County Housing Authority.

**Personnel:**

- Brought Director on full-time.
- Hired part-time Administrative Assistant.

**Fiscal Year 2024 Highlights**

- Request to pilot an Ownership & Preservation Program.
- Request to pilot an occupied ADU incentive program.
- Continue Lease to Locals program as-is.
- Not budgeted – Forest Service Park for Housing, transitional housing, and adequate funding for Lease to Locals.

**Personnel:**

- Request to hire Housing Coordinator.
- Request to bring Administrative Assistant on full-time.

|                                        | FY 2021 AUDITED<br>ACTUALS | FY 2022 AUDITED<br>ACTUALS | FY 2023<br>ADOPTED/AMENDED<br>BUDGET | FY 2024 PROPOSED<br>BUDGET |
|----------------------------------------|----------------------------|----------------------------|--------------------------------------|----------------------------|
| <b>COMMUNITY HOUSING (CITY/COUNTY)</b> |                            |                            |                                      |                            |
| REVENUE                                | 0                          | 864,100                    | 1,441,434                            | 1,833,708                  |
| EXPENDITURE                            | 0                          | 312,906                    | 1,441,434                            | 1,833,708                  |
| <b>TOTAL</b>                           | <b>0</b>                   | <b>551,194</b>             | <b>0</b>                             | <b>0</b>                   |

## Community Housing (City/County) Fund

| PROGRAM COSTS                                        | FY 2023<br>ADOPTED/<br>AMENDED | FY 2023 ACTUALS     | FY2023<br>ANTICIPATED | FYI 2024<br>PROPOSED  | FY 2024<br>PROPOSED<br>CITY | FY2024<br>PROPOSED<br>COUNTY |
|------------------------------------------------------|--------------------------------|---------------------|-----------------------|-----------------------|-----------------------------|------------------------------|
| <b>EXPENSES</b>                                      |                                |                     |                       |                       |                             |                              |
| General programming                                  | \$ (212,600)                   | \$ (121,407)        | \$ (177,032)          | \$ (193,600)          | \$ (133,370)                | \$ (10,588)                  |
| conversion (L2L) + light preservation incentives     | \$ (400,000)                   | \$ (42,250)         | \$ (200,000)          | \$ (200,000)          | \$ (200,000)                | \$ -                         |
| conversion (L2L) + light preservation professional s | \$ (105,000)                   | \$ (49,414)         | \$ (105,000)          | \$ (100,000)          | \$ (100,000)                | \$ -                         |
| Forest Service Park preservation for housing         | \$ (10,000)                    | \$ (8,700)          | \$ (10,000)           | \$ (300,000)          | \$ -                        | \$ -                         |
| occupied ADU incentives + education                  | \$ (9,000)                     | \$ -                | \$ (9,000)            | \$ (255,000)          | \$ (255,000)                | \$ -                         |
| ownership - downpayment assistance + deed restr      | \$ -                           | \$ -                | \$ (175,000)          | \$ (500,000)          | \$ (500,000)                | \$ -                         |
| General office expenses                              | \$ (2,500)                     | \$ -                | \$ -                  | \$ (40,859)           | \$ (20,430)                 | \$ (20,430)                  |
| Lift Tower Lodge                                     | \$ (56,071)                    | \$ (62,196)         | \$ (100,000)          | \$ (65,072)           | \$ (65,072)                 | \$ -                         |
| staff + benefits                                     | \$ (285,132)                   | \$ (135,358)        | \$ (200,000)          | \$ (337,555)          | \$ (290,565)                | \$ (46,990)                  |
| Housing Fellow                                       | \$ (61,650)                    | \$ (33,689)         | \$ (54,689)           | \$ (123,300)          | \$ (123,300)                | \$ -                         |
| Housing Navigation System                            | \$ (27,000)                    | \$ -                | \$ (27,748)           | \$ (70,490)           | \$ (35,245)                 | \$ (35,245)                  |
| BCHA auditing/compliance + training                  | \$ (26,505)                    | \$ (2,777)          | \$ (26,505)           | \$ (16,505)           | \$ (8,253)                  | \$ (8,253)                   |
| shelter plan                                         | \$ -                           | \$ (5,000)          | \$ (77,063)           | \$ (56,990)           | \$ (28,495)                 | \$ (28,495)                  |
| transitional housing                                 | \$ (250,000)                   | \$ (77,063)         | \$ (91,311)           | \$ (150,000)          | \$ (28,495)                 | \$ -                         |
| BCHA reimbursement + City staff support              | \$ (54,485)                    | \$ -                | \$ -                  | \$ (45,484)           | \$ (45,484)                 | \$ -                         |
| <b>TOTAL EXPENSES</b>                                | <b>\$ (1,499,943)</b>          | <b>\$ (537,854)</b> | <b>\$ (1,253,347)</b> | <b>\$ (2,454,856)</b> | <b>\$ (1,833,708)</b>       | <b>\$ (150,000)</b>          |

|                                        |                     |                   |                     |                     |                     |             |
|----------------------------------------|---------------------|-------------------|---------------------|---------------------|---------------------|-------------|
| <b>REVENUE</b>                         |                     |                   |                     |                     |                     |             |
| Refunds and reimbursements from County | \$ 200,000          | \$ 34,889         | \$ 150,000          | \$ 150,000          | \$ 150,000          | \$ -        |
| Emergency housing transfer             | \$ 250,000          | \$ 77,063         | \$ 77,063           | \$ -                | \$ -                | \$ -        |
| Grants                                 | \$ -                | \$ -              | \$ -                | \$ 125,000          | \$ 125,000          | \$ -        |
| transfer from additional 0.5%          | \$ -                | \$ -              | \$ 313,204          | \$ 1,300,000        | \$ 1,300,000        | \$ -        |
| Lift Tower Lodge rents                 | \$ 110,556          | \$ 29,038         | \$ 43,557           | \$ 110,556          | \$ 110,556          | \$ -        |
| City reimbursement for BCHA assistance |                     |                   |                     |                     |                     |             |
| Transfer from general fund             | \$ 266,481          | \$ 266,481        | \$ 266,481          | \$ 621,148          | \$ -                | \$ -        |
| Fund balance                           | \$ 551,194          | \$ 551,194        | \$ 551,194          | \$ 148,152          | \$ 148,152          | \$ -        |
| <b>TOTAL</b>                           | <b>\$ 1,378,231</b> | <b>\$ 958,665</b> | <b>\$ 1,401,499</b> | <b>\$ 2,454,856</b> | <b>\$ 1,833,708</b> | <b>\$ -</b> |



## Development Services

The Development Services Trust Fund is an account established for bonds or other monies deposited as required by city ordinances for development projects. If projects do not fulfill their obligations, the funds may be withdrawn and used for mitigating any issues in connection to the development. In the vast majority of cases, the funds are returned to the applicant in full.

## Parks and Recreation

The Parks and Recreation Trust Fund provides budget authority to receive and expend money obtained through grants, donations, and General Fund contributions. A sub account houses donations made toward the Warm Springs Preserve. A new sub account was created to house Pump Park donation and expenditures. Federal law typically requires that money received through grants be segregated into separate funds and that the receipt and expenditure of such money be accounted separately from other city functions. The fund also provides an avenue to segregate donations to assure that such funds are spent in accordance with the instructions of donors.

## Police

The Police Trust Fund provides budget authority to receive and expend money obtained through forfeitures and seized assets. Federal law requires that money received through such forfeitures be segregated into separate funds and that the receipt and expenditure of such money be accounted separately from other city functions. Federal law also limits the expenditure of such funds to specific uses, such as drug enforcement, education activities, and capital equipment or improvements.

Trust Funds

| TRUST FUNDS          | FY 2021 Audited<br>Actuals | FY 2022 Audited<br>Actuals | FY 2023 Adopted<br>Budget | FY 2024 Proposed<br>Budget |
|----------------------|----------------------------|----------------------------|---------------------------|----------------------------|
| <b>DEVELOPMENTAL</b> |                            |                            |                           |                            |
| REVENUE              | 130,530                    | 344,252                    | 250,000                   | 650,000                    |
| EXPENDITURE          | 130,530                    | 150,000                    | 250,000                   | 650,000                    |
| <b>TOTAL</b>         | <b>0</b>                   | <b>194,252</b>             | <b>0</b>                  | <b>0</b>                   |
| <b>PARKS</b>         |                            |                            |                           |                            |
| REVENUE              | 92,369                     | 1,207,690                  | 1,122,456                 | 1,067,550                  |
| EXPENDITURE          | 26,668                     | 91,999                     | 1,122,456                 | 1,067,550                  |
| <b>TOTAL</b>         | <b>65,702</b>              | <b>1,115,691</b>           | <b>0</b>                  | <b>0</b>                   |
| <b>POLICE</b>        |                            |                            |                           |                            |
| REVENUE              | 441                        | 95,426                     | 7,500                     | 7,500                      |
| EXPENDITURE          | 0                          | 95,000                     | 7,500                     | 7,500                      |
| <b>TOTAL</b>         | <b>441</b>                 | <b>426</b>                 | <b>0</b>                  | <b>0</b>                   |



## General Obligation and Debt Service Fund

The General Obligation and Debt Service Fund provides for debt service on the City's Series 2020 General Obligation Bonds that are funding construction of the new station for the Fire and Rescue Department.

The 2020 G.O. Bonds were authorized by the requisite two-thirds of the voters at the election held on November 5, 2019, in the amount of \$11,500,000. Ordinance 1201 provides for the repayment of the bonds over a 25-year term. The final payment is scheduled for September 2044. Interest rates on the bonds vary from 2.00% to 5.00% with a true interest cost of 1.92% over the life of the bonds.

## Community Housing In-Lieu Fund

The purpose of the Community Housing In-Lieu Fund is to provide budget authority to administer the City's community housing in-lieu program. In-lieu funds are restricted for uses that advance community housing efforts.

## Wagon Days Fund

The Wagon Days Fund provides budget authority to support the annual Wagon Days Celebration that takes place during the Labor Day weekend. The Wagon Days Celebration is funded through a mix donations, ticket and souvenir sales coupled with the Local Option Tax Fund.

Other Funds

| OTHER FUNDS                                      | FY 2021 AUDITED<br>ACTUALS | FY 2022 AUDITED<br>ACTUALS | FY 2023<br>ADOPTED/AMENDED<br>BUDGET | FY 2024 PROPOSED<br>BUDGET |
|--------------------------------------------------|----------------------------|----------------------------|--------------------------------------|----------------------------|
| <b>GENERAL OBLIGATION FIRE BOND</b>              |                            |                            |                                      |                            |
| REVENUE                                          | 596,111                    | 625,300                    | 611,769                              | 610,769                    |
| EXPENDITURE                                      | 611,679                    | 615,019                    | 611,769                              | 610,769                    |
| <b>TOTAL</b>                                     | <b>-15,568</b>             | <b>10,281</b>              | <b>0</b>                             | <b>0</b>                   |
| <b>GENERAL OBLIGATION CONSTRUCTION FIRE BOND</b> |                            |                            |                                      |                            |
| REVENUE                                          | 61,758                     | 2,211                      | 268,722                              | 0                          |
| EXPENDITURE                                      | 9,054,420                  | 490,874                    | 268,722                              | 0                          |
| <b>TOTAL</b>                                     | <b>-8,992,663</b>          | <b>-488,662</b>            | <b>0</b>                             | <b>0</b>                   |
| <b>GENERAL OBLIGATION STREET BOND</b>            |                            |                            |                                      |                            |
| REVENUE                                          | 149,916                    | 0                          | 0                                    | 0                          |
| EXPENDITURE                                      | 149,835                    | 0                          | 0                                    | 0                          |
| <b>TOTAL</b>                                     | <b>81</b>                  | <b>0</b>                   | <b>0</b>                             | <b>0</b>                   |
| <b>IN-LIEU HOUSING</b>                           |                            |                            |                                      |                            |
| REVENUE                                          | 577,953                    | 362,861                    | 2,671,256                            | 1,320,000                  |
| EXPENDITURE                                      | 75,000                     | 845,011                    | 2,671,256                            | 1,320,000                  |
| <b>TOTAL</b>                                     | <b>502,953</b>             | <b>-482,150</b>            | <b>0</b>                             | <b>0</b>                   |
| <b>WAGON DAYS</b>                                |                            |                            |                                      |                            |
| REVENUE                                          | 94,649                     | 140,272                    | 151,550                              | 171,250                    |
| EXPENDITURE                                      | 99,391                     | 162,417                    | 151,550                              | 171,250                    |
| <b>TOTAL</b>                                     | <b>-4,742</b>              | <b>-22,145</b>             | <b>0</b>                             | <b>0</b>                   |



## Appendix I: Proposed Fee Schedule Changes

Highlighting indicates a new fee or a fee increase of greater than 5%

| Department          | Program  | Fee Description                                                                                                                                                                                                                                                                                      | FY 2023 Adopted Fee Amount                                                                                                             | FY 2024 Proposed Fee Amount                                                                                                            | Change % |
|---------------------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|----------|
| Planning & Building | Building | \$1.00 to \$500.00= (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 project. | \$ 24.50                                                                                                                               | \$ 24.50                                                                                                                               | 0%       |
| Planning & Building | Building | \$501.00 to \$2,000.00= (1)                                                                                                                                                                                                                                                                          | \$24.50 for the first \$500.00 plus \$3.25 for each additional \$100.00, or fraction thereof, to and including \$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              | 0%       |
| Planning & Building | Building | \$2001.00 to \$25,000.00=(1)                                                                                                                                                                                                                                                                         | \$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        | \$72.50 for the first \$2,000.00 plus \$14.50 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.01        | 0%       |
| Planning & Building | Building | \$25,001.00 to \$50,000.00= (1)                                                                                                                                                                                                                                                                      | \$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      | \$409.50 for the first \$25,000.00 plus \$10.50 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.01      | 0%       |
| Planning & Building | Building | \$50,001.00 to \$100,000.00= (1)                                                                                                                                                                                                                                                                     | \$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      | \$672.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.01      | 0%       |
| Planning & Building | Building | \$100,001.00 to \$500,000.00= (1)                                                                                                                                                                                                                                                                    | \$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    | \$1038.50 for the first \$100,000.00 plus \$5.75 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.01    | 0%       |
| Planning & Building | Building | \$500,001.00 to \$1,000,000.00= (1)                                                                                                                                                                                                                                                                  | \$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 | \$3,379.25 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.01 | 0%       |
| Planning & Building | Building | \$1,000,000.00 and up= (1)                                                                                                                                                                                                                                                                           | \$5,861.00 for the first \$1,000,000.00 plus \$3.75 for each additional \$1,000.00, or fraction thereof                                | \$5,861.00 for the first \$1,000,000.00 plus \$3.75 for each additional \$1,000.00, or fraction thereof                                | 0%       |
| Planning & Building | Building | Plan Check Fee - Building                                                                                                                                                                                                                                                                            | 70% of Permit Fee                                                                                                                      | 65% of permit fee                                                                                                                      | 0%       |
| Planning & Building | Building | Plan Check Fee - Planning                                                                                                                                                                                                                                                                            | 65% of Permit Fee                                                                                                                      | 70% of building plan check fee                                                                                                         | 0%       |
| Planning & Building | Building | Plan Check Fee - Fire                                                                                                                                                                                                                                                                                | Same as P&Z Plan Check Fee                                                                                                             | 70% of building plan check fee                                                                                                         | 0%       |
| Planning & Building | Building | Building Permit Modification - Minor (as determined by the Administrator)                                                                                                                                                                                                                            | \$ 250.00                                                                                                                              | \$ 500.00                                                                                                                              | 0%       |
| Planning & Building | Building | Building Permit Modification - Major (as determined by the Administrator, full plan check fees may be assessed based on size of modification)                                                                                                                                                        | \$ 450.00                                                                                                                              | \$ 1,500.00                                                                                                                            | 0%       |
| Planning & Building | Other    | Inspections outside of normal business hours (minimum charge --two hours) (2) or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages                                                                        | \$ 60.00                                                                                                                               | \$ 60.00                                                                                                                               | 0%       |
| Planning & Building | Other    | Re-inspection fees assessed under provisions of Section 109.7 (2)                                                                                                                                                                                                                                    | \$ 60.00                                                                                                                               | \$ 60.00                                                                                                                               | 0%       |
| Planning & Building | Other    | Inspections for which no fee is specifically indicated (minimum charge -- one-half hour)(2)                                                                                                                                                                                                          | \$ 60.00                                                                                                                               | \$ 60.00                                                                                                                               | 0%       |
| Planning & Building | Other    | Additional and partial inspections above the minimum required by the building codes may be charged (minimum charge--one hour) (2)                                                                                                                                                                    | \$ 60.00                                                                                                                               | \$ 60.00                                                                                                                               | 0%       |



Highlighting indicates a new fee or a fee increase of greater than 5%

| Department          | Program                        | Fee Description                                                                                                                                                                                                              | FY 2023 Adopted Fee    | FY 2024 Proposed Fee   | Change % |
|---------------------|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------|----------|
|                     |                                |                                                                                                                                                                                                                              | Amount                 | Amount                 |          |
| Planning & Building | Other                          | Hourly Rate for Review of Changes, Additions or Revisions to Plans                                                                                                                                                           | \$ 250.00              | \$ 100.00              | -60%     |
| Planning & Building | Other                          | Additional costs incurred by the City for security (2)                                                                                                                                                                       | \$ 100.00              | \$ 100.00              | 0%       |
| Planning & Building | Other                          | agreements and other similar processes (minimum charge) (2)                                                                                                                                                                  | \$ 1,002.00            | \$ 1,002.00            | 0%       |
| Planning & Building | Other                          | For use of outside consultants for plan checking and inspections, or both (3) <i>Actual costs include administrative and overhead costs.</i>                                                                                 | Actual Costs           | Actual Costs           | 0%       |
| Planning & Building | Other                          | Penalty for commencement of work without a building permit + additional stop work order and violation fees allowed for int Ketchum Municipal Code, Section 15.04.030)                                                        | \$ 1,000.00            | \$ 1,000.00            | 0%       |
| Planning & Building | Other                          | Deferred submittals, per each submittal                                                                                                                                                                                      | 25% of Plan review fee | 25% of Plan review fee | 0%       |
| Planning & Building | Other                          | Temporary Certificate of Occupancy (non-refundable) (per week)                                                                                                                                                               | \$ 1,000.00            | \$ 1,000.00            | 0%       |
| Planning & Building | Other                          | Alternative Energy System Installation- <i>Fee covers one inspection. Additional inspections shall be charged at the rate identified in Other Inspection and Fees.</i>                                                       | \$ 100.00              | \$ 100.00              | 0%       |
| Planning & Building | Other                          | Demolition Fee <i>(A security agreement equaling 150% of the estimated demolition cost is required for all demolition permits.)</i>                                                                                          | \$ 150.00              | \$ 750.00              | 400%     |
| Planning & Building | Design Review                  | Pre-Application Design Review                                                                                                                                                                                                | \$ 1,100.00            | \$ 3,300.00            | 200%     |
| Planning & Building | Design Review                  | Mountain Overlay Design Review                                                                                                                                                                                               | \$ 1,400.00            | \$ 4,800.00            | 243%     |
| Planning & Building | Design Review                  | Final Design Review                                                                                                                                                                                                          | \$ 1,800.00            | \$ 3,900.00            | 11%      |
| Planning & Building | Design Review                  | Administrative Design Review                                                                                                                                                                                                 | \$ 250.00              | \$ 500.00              | 100%     |
| Planning & Building | Design Review                  | Administrative Design Review - in Mountain Overlay and/or Avalance Overlay                                                                                                                                                   | \$ -                   | \$ 1,500.00            | new      |
| Planning & Building | Design Review                  | Hotel Pre-Application Design Review                                                                                                                                                                                          | \$ 0.10                | \$ 7,000.00            | -60%     |
| Planning & Building | Design Review                  | Hotel Design Review                                                                                                                                                                                                          | \$ 0.32                | \$ 9,000.00            | -60%     |
| Planning & Building | Design Review                  | Request to Alter or Demolish a Historic Structure                                                                                                                                                                            | \$ -                   | \$ 1,800.00            | new      |
| Planning & Building | Subdivision                    | Land Subdivision: Preliminary Plat                                                                                                                                                                                           | \$ 1,300.00            | \$ 2,900.00            | -32%     |
| Planning & Building | Subdivision                    | Condo/Townhome Subdivision: Preliminary Plat                                                                                                                                                                                 | \$ 525.00              | \$ 3,300.00            | -19%     |
| Planning & Building | Subdivision                    | Land Subdivision: Final Plat                                                                                                                                                                                                 | \$ 375.00              | \$ 2,000.00            | 166%     |
| Planning & Building | Subdivision                    | Condo/Townhome Subdivision: Final Plat                                                                                                                                                                                       | \$ -                   | \$ 2,000.00            | 166%     |
| Planning & Building | Subdivision                    | Planned Unit Development (PUD)                                                                                                                                                                                               | \$ 4,300.00            | \$ 12,500.00           | 191%     |
| Planning & Building | Subdivision                    | Planned Unit Development (PUD)- Minor Amendment                                                                                                                                                                              | \$ -                   | \$ 4,500.00            | new      |
| Planning & Building | Subdivision                    | Planned Unit Development (PUD)- Major Amendment                                                                                                                                                                              | \$ -                   | \$ 9,000.00            | new      |
| Planning & Building | Subdivision                    | Hotel Planned Unit Development (PUD)                                                                                                                                                                                         | \$ 0.48                | \$ 12,500.00           | -81%     |
| Planning & Building | Subdivision                    | Readjustment of Lot Lines (Lot Line Shift)                                                                                                                                                                                   | \$ 475.00              | \$ 1,700.00            | 112%     |
| Planning & Building | Subdivision                    | Vacation                                                                                                                                                                                                                     | \$ 1,615.00            | \$ 5,500.00            | 241%     |
| Planning & Building | Floodplain Development Permits | Streambank Alteration                                                                                                                                                                                                        | \$ 500.00              | \$ 5,700.00            | 1040%    |
| Planning & Building | Floodplain Development Permits | Emergency Streambank Alteration Permit                                                                                                                                                                                       | \$ 250.00              | \$ 1,500.00            | 500%     |
| Planning & Building | Floodplain Development Permits | Emergency Flood Protection Permit                                                                                                                                                                                            | \$ -                   | \$ -                   | 0%       |
| Planning & Building | Floodplain Development Permits | Floodplain Development Permit - Residential                                                                                                                                                                                  | \$ 1,400.00            | \$ 2,700.00            | 93%      |
| Planning & Building | Floodplain Development Permits | Floodplain Development Permit - Subdivision                                                                                                                                                                                  | \$ 350.00              | \$ 6,300.00            | 1700%    |
| Planning & Building | Floodplain Development Permits | Floodplain Development Permit - Non-residential and Mixed Use                                                                                                                                                                | \$ 1,525.00            | \$ 4,800.00            | 0%       |
| Planning & Building | Floodplain Development Permits | Floodplain Development Permit - interior remodel, new structures/additions entirely outside of floodplain                                                                                                                    | \$ 250.00              | \$ 1,800.00            | 620%     |
| Planning & Building | Floodplain Development Permits | Minor Riparian Alteration – removal of hazard trees (up to four trees), minor maintenance of riparian trees and vegetation                                                                                                   | \$ 125.00              | \$ 350.00              | 180%     |
| Planning & Building | Floodplain Development Permits | Major Riparian Alteration – Application applies to vegetation within 25 feet of mean high water mark. This application covers the removal of more than four (4) trees or major maintenance of riparian trees and vegetation. | \$ -                   | \$ 700.00              | new      |
| Planning & Building | Other Permits                  | Administrative Use Permit                                                                                                                                                                                                    | \$ 250.00              | \$ 500.00              | 100%     |
| Planning & Building | Other Permits                  | Sign Permit                                                                                                                                                                                                                  | \$ 125.00              | \$ 250.00              | 100%     |
| Planning & Building | Other Permits                  | Fence Permit                                                                                                                                                                                                                 | \$ 100.00              | \$ 150.00              | 50%      |
| Planning & Building | Other Permits                  | Conditional Use Permit                                                                                                                                                                                                       | \$ 1,100.00            | \$ 3,200.00            | 191%     |
| Planning & Building | Other Permits                  | Conditional Use Permit - Daycare Businesses                                                                                                                                                                                  | \$ 300.00              | \$ 300.00              | 0%       |
| Planning & Building | Other Permits                  | Conditional Use Permit Amendment                                                                                                                                                                                             | \$ -                   | \$ 2,200.00            | new      |
| Planning & Building | Other Permits                  | Variance                                                                                                                                                                                                                     | \$ 1,100.00            | \$ 2,300.00            | 109%     |
| Planning & Building | Other Permits                  | Appeals                                                                                                                                                                                                                      | \$ 2,175.00            | \$ 5,000.00            | 130%     |
| Planning & Building | Other Permits                  | Off-Site Vendor - New                                                                                                                                                                                                        | \$ 750.00              | \$ 1,100.00            | 47%      |
| Planning & Building | Other Permits                  | Off-Site Vendor - Renewal                                                                                                                                                                                                    | \$ -                   | \$ 750.00              | new      |
| Planning & Building | Other Permits                  | Grading                                                                                                                                                                                                                      | \$ 125.00              | \$ 850.00              | 580%     |

Highlighting indicates a new fee or a fee increase of greater than 5%

| Department          | Program                       | Fee Description                                                       | FY 2023 Adopted Fee           | FY 2024 Proposed Fee          | Change % |
|---------------------|-------------------------------|-----------------------------------------------------------------------|-------------------------------|-------------------------------|----------|
|                     |                               |                                                                       | Amount                        | Amount                        |          |
| Planning & Building | Other Permits                 | Wireless Communications Facility Master Plan                          | \$ 525.00                     | \$ 1,800.00                   | 243%     |
| Planning & Building | Other Permits                 | Wireless Communications Facility Permit                               | \$ 225.00                     | \$ 800.00                     | 256%     |
| Planning & Building | Other Permits                 | Off-site Commercial/Neighborhood Snow Storage Permit - Administrative | \$ 75.00                      | \$ 500.00                     | 567%     |
| Planning & Building | Other Permits                 | Listing a Historic Structure/Site                                     | \$ -                          | \$ 2,200.00                   | new      |
| Planning & Building | Other Permits                 | Development Agreement-Rezone                                          | \$ 2,900.00                   | \$ 10,000.00                  | 245%     |
| Planning & Building | Other Permits                 | Development Agreement - Non-Rezone                                    | \$ 1,900.00                   | \$ 5,000.00                   | 163%     |
| Planning & Building | Other Permits                 | Development Agreement Amendment - Minor                               | \$ 1,900.00                   | \$ 3,000.00                   | 58%      |
| Planning & Building | Other Permits                 | Development Agreement Amendment - Major                               | \$ -                          | \$ 5,000.00                   | new      |
| Planning & Building | Other Permits                 | Residential Annexation                                                | \$ 5,688.00                   | \$ 5,688.00                   | 0%       |
| Planning & Building | Other Permits                 | Commercial Annexation                                                 | \$ 12,655.00                  | \$ 12,655.00                  | 0%       |
| Planning & Building | Other Permits                 | Mixed-Use Annexation (residential & commercial)                       | \$ -                          | \$ 12,655.00                  | new      |
| Planning & Building | Amendments                    | Comprehensive Plan Amendment                                          | \$ 1,925.00                   | \$ 7,000.00                   | 264%     |
| Planning & Building | Amendments                    | Zoning/Subdivision Text Amendment                                     | \$ 1,925.00                   | \$ 9,500.00                   | 394%     |
| Planning & Building | Amendments                    | Zone Change Request                                                   | \$ 1,925.00                   | \$ 6,000.00                   | 212%     |
|                     |                               |                                                                       | 100% of actual costs incurred | 100% of actual costs incurred | 0%       |
| Planning & Building | Miscellaneous                 | Consultant Review Fee                                                 | \$ -                          | \$ -                          | 0%       |
| Planning & Building | Miscellaneous                 | Community Housing In-lieu Fee                                         | \$ 450.00                     | \$ 450.00                     | 0%       |
| Planning & Building | Impact Fees                   | Fire Development Impact Fees Single Family                            | \$ 2,092.00                   | \$ 2,092.00                   | 0%       |
| Planning & Building | Impact Fees                   | Fire Development Impact Fees Multi Family per unit                    | \$ 1,616.00                   | \$ 1,616.00                   | 0%       |
| Planning & Building | Impact Fees                   | Fire Development Impact Fees Commercial per square foot               | \$ 0.45                       | \$ 0.45                       | 0%       |
| Planning & Building | Impact Fees                   | Parks Development Impact Fees Single Family                           | \$ 1,047.00                   | \$ 1,047.00                   | 0%       |
| Planning & Building | Impact Fees                   | Parks Development Impact Fees Multi Family per unit                   | \$ 809.00                     | \$ 809.00                     | 0%       |
| Planning & Building | Impact Fees                   | Parks Development Impact Fees Commercial per square foot              | \$ -                          | \$ -                          | 0%       |
| Planning & Building | Impact Fees                   | Police Development Impact Fees Single Family                          | \$ 104.00                     | \$ 104.00                     | 0%       |
| Planning & Building | Impact Fees                   | Police Development Impact Fees Multi Family per unit                  | \$ 80.00                      | \$ 80.00                      | 0%       |
| Planning & Building | Impact Fees                   | Police Development Impact Fees Commercial per square foot             | \$ 0.22                       | \$ 0.22                       | 0%       |
| Planning & Building | Impact Fees                   | Streets Development Impact Fees Single Family                         | \$ 4,492.00                   | \$ 4,492.00                   | 0%       |
| Planning & Building | Impact Fees                   | Streets Development Impact Fees Multi Family per unit                 | \$ 3,471.00                   | \$ 3,471.00                   | 0%       |
| Planning & Building | Impact Fees                   | Streets Development Impact Fees Commercial per square foot            | \$ 0.97                       | \$ 0.97                       | 0%       |
| Fire & Rescue       | Automatic Fire Alarm Systems  | Single Family Residential Installations under 4,000 sq. ft.           | \$ 100.00                     | \$ 100.00                     | 0%       |
| Fire & Rescue       | Automatic Fire Alarm Systems  | Single Family Residential Installations over 4,000 sq. ft.            | \$ 200.00                     | \$ 200.00                     | 0%       |
| Fire & Rescue       | Automatic Fire Alarm Systems  | Multi Family and Commercial Installations up to 6,000 sq. ft.         | \$ 200.00                     | \$ 200.00                     | 0%       |
| Fire & Rescue       | Automatic Fire Alarm Systems  | Multi Family and Commercial Installations 5,000 - 20,000 sq. ft.      | \$ 350.00                     | \$ 350.00                     | 0%       |
| Fire & Rescue       | Automatic Fire Alarm Systems  | Multi Family and Commercial Installations over 20,000 sq. ft.         | \$ 500.00                     | \$ 500.00                     | 0%       |
| Fire & Rescue       | Automatic Fire Alarm Systems  | Modification (including TI), 1-24 devices                             | \$ 100.00                     | \$ 100.00                     | 0%       |
| Fire & Rescue       | Automatic Fire Alarm Systems  | Modification (including TI), 25 or more devices                       | \$ 250.00                     | \$ 250.00                     | 0%       |
| Fire & Rescue       | Automatic Fire Alarm Systems  | Existing Component Modification                                       | \$ 100.00                     | \$ 100.00                     | 0%       |
| Fire & Rescue       | Automatic Fire Alarm Systems  | Component Addition to Existing System                                 | \$ 200.00                     | \$ 200.00                     | 0%       |
| Fire & Rescue       | Automatic Fire Alarm Systems  | Fire Alarm Inspections (all) per hour                                 | \$ 75.00                      | \$ 75.00                      | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Single Family Residential Installations under 6,000 sq. ft.           | \$ 150.00                     | \$ 150.00                     | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Single Family Residential Installations over 6,000 sq. ft.            | \$ 250.00                     | \$ 250.00                     | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Multi Family and Commercial Installations up to 6,000 sq. ft.         | \$ 150.00                     | \$ 150.00                     | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Multi Family and Commercial Installation 6,000 - 20,000 sq. ft.       | \$ 250.00                     | \$ 250.00                     | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Multi Family and Commercial Installation 20,001 - 40,000 sq. ft.      | \$ 500.00                     | \$ 500.00                     | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Multi Family and Commercial Installation over 40,000 sq. ft.          | \$ 800.00                     | \$ 800.00                     | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Modification, 1-10 Heads                                              | \$ 150.00                     | \$ 150.00                     | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Modification, 10 or more Heads                                        | \$ 300.00                     | \$ 300.00                     | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Per Head fee for all Plan Checks                                      | \$ 1.00                       | \$ 1.00                       | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Fire Suppression System Inspections (all) per hour                    | \$ 75.00                      | \$ 75.00                      | 0%       |
| Fire & Rescue       | Automatic Suppression Systems | Fire Flow Tests (beyond one included in plan review or other)         | \$ 150.00                     | \$ 150.00                     | 0%       |
| Fire & Rescue       | Sandpipe System Permits       | New Installation                                                      | \$ 250.00                     | \$ 250.00                     | 0%       |
| Fire & Rescue       | Sandpipe System Permits       | Modification                                                          | \$ 100.00                     | \$ 100.00                     | 0%       |
| Fire & Rescue       | Sandpipe System Permits       | Per Hose Connection for New and Existing Systems                      | \$ 10.00                      | \$ 10.00                      | 0%       |
| Fire & Rescue       | Sandpipe System Permits       | Standpipe System Inspections                                          | \$ 75.00                      | \$ 75.00                      | 0%       |

Highlighting indicates a new fee or a fee increase of greater than 5%

| Department    | Program                                   | Fee Description                                                                                                                                                                                         | FY 2023 Adopted Fee | FY 2024 Proposed Fee | Change % |
|---------------|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|----------------------|----------|
|               |                                           |                                                                                                                                                                                                         | Amount              | Amount               |          |
| Fire & Rescue | Alternative Fire-Extinguishing System     | Pern Clean Agent System Plan Check                                                                                                                                                                      | \$ 500.00           | \$ 500.00            | 0%       |
| Fire & Rescue | Alternative Fire-Extinguishing System     | Pern Clean Agent System Modification                                                                                                                                                                    | \$ 200.00           | \$ 200.00            | 0%       |
| Fire & Rescue | Alternative Fire-Extinguishing System     | Pern New Installation: Commercial Kitchen Fire Suppression (per system)                                                                                                                                 | \$ 200.00           | \$ 200.00            | 0%       |
| Fire & Rescue | Alternative Fire-Extinguishing System     | Pern Modification to a Commercial Kitchen Fire Suppression System                                                                                                                                       | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Alternative Fire-Extinguishing System     | Pern Inspections (per hour)                                                                                                                                                                             | \$ 75.00            | \$ 75.00             | 0%       |
| Fire & Rescue | Alternative Fire-Extinguishing System     | Pern Modification to any Alternative Fire-Extinguishing System                                                                                                                                          | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Fire Pump Permits                         | New Installation                                                                                                                                                                                        | \$ 300.00           | \$ 300.00            | 0%       |
| Fire & Rescue | Fire Pump Permits                         | Modification                                                                                                                                                                                            | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Fire Pump Permits                         | Inspections (per hour)                                                                                                                                                                                  | \$ 75.00            | \$ 75.00             | 0%       |
| Fire & Rescue | Solar Photovoltaic System Permits         | New Installation and Plan Review                                                                                                                                                                        | \$ 200.00           | \$ 200.00            | 0%       |
| Fire & Rescue | Solar Photovoltaic System Permits         | Modification to Existing System                                                                                                                                                                         | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Solar Photovoltaic System Permits         | Inspections (per hour)                                                                                                                                                                                  | \$ 75.00            | \$ 75.00             | 0%       |
| Fire & Rescue | Flammable & Combustible Liquid Tank Per   | New Installation - Each Tank                                                                                                                                                                            | \$ 300.00           | \$ 300.00            | 0%       |
| Fire & Rescue | Flammable & Combustible Liquid Tank Per   | Modification - Each Tank                                                                                                                                                                                | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Flammable & Combustible Liquid Tank Per   | Removal - Each Tank                                                                                                                                                                                     | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | L-P Gas System Permits                    | New Installation - Storage and/or dispensing                                                                                                                                                            | \$ 300.00           | \$ 300.00            | 0%       |
| Fire & Rescue | L-P Gas System Permits                    | Modification - Storage and/or dispensing                                                                                                                                                                | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | L-P Gas System Permits                    | New Installation - Prefilled Portable Cylinders for Consumer Exchange                                                                                                                                   | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Compressed Gases Systems Permit           | New Installation                                                                                                                                                                                        | \$ 300.00           | \$ 300.00            | 0%       |
| Fire & Rescue | Compressed Gases Systems Permit           | Modification                                                                                                                                                                                            | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Medical Gas Systems Permit                | New Installation                                                                                                                                                                                        | \$ 300.00           | \$ 300.00            | 0%       |
| Fire & Rescue | Medical Gas Systems Permit                | Modification                                                                                                                                                                                            | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Spring, Dipping or Powder Coating Permits | New Installation - Spray Area, Spray Room, Spray Booth, Dip Tank or Mixing Room                                                                                                                         | \$ 300.00           | \$ 300.00            | 0%       |
| Fire & Rescue | Spring, Dipping or Powder Coating Permits | Modification - Spray Area, Spray Room, Spray Booth, Dip Tank or Mixing Room                                                                                                                             | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Hazardous Materials Permit                | Annual Fee to Store, Transport On-Site, Dispense, Use or Handle Hazardous Materials                                                                                                                     | \$ 150.00           | \$ 150.00            | 0%       |
| Fire & Rescue | Hazardous Materials Permit                | HMIS Assessment (minimum one hour) (per hour)                                                                                                                                                           | \$ 75.00            | \$ 75.00             | 0%       |
| Fire & Rescue | Hazardous Materials Permit                | HMMP Assessment (minimum one hour) (per hour)                                                                                                                                                           | \$ 75.00            | \$ 75.00             | 0%       |
| Fire & Rescue | Hazardous Materials Permit                | New Installation - HazMat Container, Tank or Process                                                                                                                                                    | \$ 200.00           | \$ 200.00            | 0%       |
| Fire & Rescue | Hazardous Materials Permit                | Modification - HazMat Container, Tank or Process                                                                                                                                                        | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Other Fire Code Permits                   | Carbon Dioxide Systems                                                                                                                                                                                  | \$ 200.00           | \$ 200.00            | 0%       |
| Fire & Rescue | Other Fire Code Permits                   | Firefighter Air System (FAS)                                                                                                                                                                            | \$ 500.00           | \$ 500.00            | 0%       |
| Fire & Rescue | Other Fire Code Permits                   | Public Safety Radio Amplification System                                                                                                                                                                | \$ 500.00           | \$ 500.00            | 0%       |
| Fire & Rescue | Other Fire Code Permits                   | Smoke Control/Management System                                                                                                                                                                         | \$ 300.00           | \$ 300.00            | 0%       |
| Fire & Rescue | Other Fire Code Permits                   | Battery System (UPS)                                                                                                                                                                                    | \$ 300.00           | \$ 300.00            | 0%       |
| Fire & Rescue | Other Fire Code Permits                   | High-Piled Storage Plan (minimum one hour) (per hour)                                                                                                                                                   | \$ 75.00            | \$ 75.00             | 0%       |
| Fire & Rescue | Other Fire Code Permits                   | Other fire code related permits as set forth in IFC Section 105.7 (minimum one hour) (per hour)                                                                                                         | \$ 75.00            | \$ 75.00             | 0%       |
| Fire & Rescue | Other Fire Code Permits                   | Annual operational permits as set forth in IFC Section 105.6                                                                                                                                            | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Inspection & Standby Fees                 | Re-inspection fees (minimum one hour) (per hour)                                                                                                                                                        | \$ 75.00            | \$ 75.00             | 0%       |
| Fire & Rescue | Inspection & Standby Fees                 | Additional inspections required by changes, additions, or revisions (minimum one hour) (per hour)                                                                                                       | \$ 75.00            | \$ 75.00             | 0%       |
| Fire & Rescue | Inspection & Standby Fees                 | After Hours Inspections (based on staff availability, minimum two hours) (per hour)                                                                                                                     | \$ 150.00           | \$ 150.00            | 0%       |
| Fire & Rescue | Inspection & Standby Fees                 | Investigation inspection fee (work commencing before permit issuance - IFC 106.3)                                                                                                                       | \$ 300.00           | \$ 300.00            | 0%       |
| Fire & Rescue | Inspection & Standby Fees                 | Investigation inspection fee (removal of Stop Work Order - IFC 112)                                                                                                                                     | \$ 300.00           | \$ 300.00            | 0%       |
| Fire & Rescue | Inspection & Standby Fees                 | Firewatch, standby firefighters and/or emergency medical personnel and apparatus as required by the <i>fire marshal</i> . Use current IDL ICMA cost per firefighter/paramedic and fire truck/ambulance. | ICMA RATES          | ICMA RATES           | 0%       |
| Fire & Rescue | Temporary Use Permit Fees                 | Temporary Use - Carnival, Fair, Circus, Haunt or Other Public Special Event - 30 Days                                                                                                                   | \$ 200.00           | \$ 200.00            | 0%       |
| Fire & Rescue | Temporary Use Permit Fees                 | Temporary Use - Amusement Building - 30 Days (must have sprinkler system 3103.3.1)                                                                                                                      | \$ 500.00           | \$ 500.00            | 0%       |
| Fire & Rescue | Temporary Use Permit Fees                 | Temporary Use - Fuel Tank & Dispensing                                                                                                                                                                  | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Temporary Use Permit Fees                 | Temporary Use - LP Gas - Construction Site Use of Containers Over 100 lbs.                                                                                                                              | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Temporary Use Permit Fees                 | Temporary Use - Tent or Membrane Structure >400 sq. ft. -Additional Tents(s) per event \$50 ea.                                                                                                         | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Temporary Use Permit Fees                 | Temporary Use - Special Event Structure >400 sq. ft.                                                                                                                                                    | \$ 100.00           | \$ 100.00            | 0%       |
| Fire & Rescue | Temporary Use Permit Fees                 | Temporary Use - Outdoor Assembly Event where planned attendance exceeds 1000 persons                                                                                                                    | \$ 200.00           | \$ 200.00            | 0%       |
| Fire & Rescue | Temporary Use Permit Fees                 | Temporary Use - Pyrotechnics Display                                                                                                                                                                    | \$ 200.00           | \$ 200.00            | 0%       |
| Fire & Rescue | Temporary Use Permit Fees                 | Other fire code related temporary use permits not listed (minimum one hour) (per hour)                                                                                                                  | \$ 75.00            | \$ 75.00             | 0%       |
| Fire & Rescue | Emergency Fire Alarm Response Fees        | First 3 alarms per year                                                                                                                                                                                 | \$ -                | \$ -                 | 0%       |

Highlighting indicates a new fee or a fee increase of greater than 5%

| Department     | Program                            | Fee Description                                                                                                                                                          | FY 2023 Adopted Fee Amount                                                                                              | FY 2024 Proposed Fee Amount                                                                                             | Change % |
|----------------|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|----------|
| Fire & Rescue  | Emergency Fire Alarm Response Fees | 4 <sup>th</sup> alarm per calendar year                                                                                                                                  | \$ 200.00                                                                                                               | \$ 200.00                                                                                                               | 0%       |
| Fire & Rescue  | Emergency Fire Alarm Response Fees | Each additional alarm per calendar year progressively increases at \$200.00 increments for each additional fire alarm, by alarm number                                   | \$ 200.00                                                                                                               | \$ 200.00                                                                                                               | 0%       |
| Fire & Rescue  | Burn Response Fees                 | Responses caused by burning without a permit. Use current IDL ICMA cost per firefighter/paramedic and fire truck/ambulance                                               | ICMA RATES                                                                                                              | ICMA RATES                                                                                                              | 0%       |
| Fire & Rescue  | Burn Response Fees                 | Responses to wildland or structure fire caused by an illegal burn. Use current IDL ICMA cost per firefighter/paramedic and fire truck/ambulance                          | ICMA RATES                                                                                                              | ICMA RATES                                                                                                              | 0%       |
| Fire & Rescue  | Burn Response Fees                 | Violation of the Fire Code (\$250.00 per violation, per day) Each day in which a violation occurs, after due notice has been served, shall constitute a separate offense | \$ 250.00                                                                                                               | \$ 250.00                                                                                                               | 0%       |
| Recreation     | Youth Fees After School            | Full season (school year)                                                                                                                                                | \$ 755.00                                                                                                               | \$ 755.00                                                                                                               | 0%       |
| Recreation     | Youth Fees After School            | Per month                                                                                                                                                                | \$ 105.00                                                                                                               | \$ 105.00                                                                                                               | 0%       |
| Recreation     | Youth Fees After School            | Per day                                                                                                                                                                  | \$ 15.00                                                                                                                | \$ 15.00                                                                                                                | 0%       |
| Recreation     | Youth Fees After School            | Out-of-school and extra activities, cost is activity dependent                                                                                                           | \$40.00-\$65.00                                                                                                         | \$40.00-\$65.00                                                                                                         | 0%       |
| Recreation     | Youth Fees After School            | Swimming (6 weeks session)                                                                                                                                               | \$ 90.00                                                                                                                | \$ 90.00                                                                                                                | 0%       |
| Recreation     | Youth Fees After School            | Additional after school activities                                                                                                                                       | \$ 80.00                                                                                                                | \$ 80.00                                                                                                                | 0%       |
| Recreation     | Youth Fees Summer                  | Full summer (ten weeks M-Th)                                                                                                                                             | \$ 1,100.00                                                                                                             | \$ 1,100.00                                                                                                             | 0%       |
| Recreation     | Youth Fees Summer                  | Per week (M-TH)                                                                                                                                                          | \$ 155.00                                                                                                               | \$ 155.00                                                                                                               | 0%       |
| Recreation     | Youth Fees Summer                  | Per day (drop-in)                                                                                                                                                        | \$ 40.00                                                                                                                | \$ 40.00                                                                                                                | 0%       |
| Recreation     | Youth Fees Summer                  | Swimming (10 weeks session)                                                                                                                                              | \$ 150.00                                                                                                               | \$ 150.00                                                                                                               | 0%       |
| Recreation     | Youth Fees Summer                  | Friday Adventures (requires individual registration) cost depends on activity                                                                                            | \$40.00-\$65.00                                                                                                         | \$40.00-\$65.00                                                                                                         | 0%       |
| Recreation     | Park Reservations                  | 100 people or fewer-1/2 day rate up to 4 hours                                                                                                                           | \$ 80.00                                                                                                                | \$ 80.00                                                                                                                | 0%       |
| Recreation     | Park Reservations                  | 101 people or more-1/2 day rate up to 4 hours                                                                                                                            | \$ 160.00                                                                                                               | \$ 160.00                                                                                                               | 0%       |
| Recreation     | Park Reservations                  | 100 people or fewer-Full day rate up to 8 hours                                                                                                                          | \$ 160.00                                                                                                               | \$ 160.00                                                                                                               | 0%       |
| Recreation     | Park Reservations                  | 101 people or more-Full Day Rate up to 8 hours                                                                                                                           | \$ 320.00                                                                                                               | \$ 320.00                                                                                                               | 0%       |
| Recreation     | Park Reservations                  | Refundable Security Deposit (over 100 people)                                                                                                                            | \$ 250.00                                                                                                               | \$ 250.00                                                                                                               | 0%       |
| Recreation     | User Fees                          | Athletic fields and facilities (per two hours)                                                                                                                           | \$ 80.00                                                                                                                | \$ 80.00                                                                                                                | 0%       |
| Recreation     | User Fees                          | Recreation Center (per two hours)                                                                                                                                        | \$ 60.00                                                                                                                | \$ 60.00                                                                                                                | 0%       |
| Recreation     | User Fees                          | Recreation Center Security Deposit                                                                                                                                       | \$ 150.00                                                                                                               | \$ 150.00                                                                                                               | 0%       |
|                |                                    |                                                                                                                                                                          | Fees are determined by staff according to current Park Reservations, athletic field and Recreation Center Fee Schedules | Fees are determined by staff according to current Park Reservations, athletic field and Recreation Center Fee Schedules | 0%       |
| Recreation     | User Fees                          | Public Park Areas                                                                                                                                                        |                                                                                                                         |                                                                                                                         |          |
| Administrative | Special Events                     | Street Party Application Fee                                                                                                                                             | \$ 100.00                                                                                                               | \$ 100.00                                                                                                               | 0%       |
| Administrative | Special Events                     | Block Party Application Fee                                                                                                                                              | \$ 50.00                                                                                                                | \$ 50.00                                                                                                                | 0%       |
| Administrative | Special Events                     | Category A – application fee                                                                                                                                             | \$ 100.00                                                                                                               | \$ 100.00                                                                                                               | 0%       |
| Administrative | Special Events                     | Category B – application fee                                                                                                                                             | \$ 400.00                                                                                                               | \$ 400.00                                                                                                               | 0%       |
| Administrative | Special Events                     | Category C – application fee                                                                                                                                             | \$ 800.00                                                                                                               | \$ 800.00                                                                                                               | 0%       |
| Administrative | Special Events                     | Facility Fee(per day)                                                                                                                                                    | \$ 150.00                                                                                                               | \$ 150.00                                                                                                               | 0%       |
| Administrative | Special Events                     | Visitor Center Window Advertising Permit                                                                                                                                 | \$ 75.00                                                                                                                | \$ 75.00                                                                                                                | 0%       |
| Administrative | Special Events                     | Music License Fee (per day)                                                                                                                                              | \$ 10.00                                                                                                                | \$ 10.00                                                                                                                | 0%       |
| Administrative | Special Events                     | Street Closure for Designated Event Location                                                                                                                             | \$ 100.00                                                                                                               | \$ 100.00                                                                                                               | 0%       |
| Administrative | Special Events                     | Street Closure for Non-Designated Event Location                                                                                                                         | \$ 500.00                                                                                                               | \$ 500.00                                                                                                               | 0%       |
| Administrative | Special Events                     | Refundable Security Deposit (Street Party & Small Events)                                                                                                                | \$ 250.00                                                                                                               | \$ 250.00                                                                                                               | 0%       |
| Administrative | Special Events                     | Refundable Security Deposit (Medium & Large Events)                                                                                                                      | \$ 500.00                                                                                                               | \$ 500.00                                                                                                               | 0%       |
| Administrative | Film Permits                       | Motion: City Property including rights-of-way(per day)                                                                                                                   | \$ 400.00                                                                                                               | \$ 400.00                                                                                                               | 0%       |
| Administrative | Film Permits                       | Still: City Property including rights-of-way (per day)                                                                                                                   | \$ 200.00                                                                                                               | \$ 200.00                                                                                                               | 0%       |
|                |                                    |                                                                                                                                                                          | All memorials are cost-specific and determined by Department Director or designee                                       | All memorials are cost-specific and determined by Department Director or designee                                       | 0%       |
| Administrative | Memorials and Donations            | Benches, trees, tables, property, etc.                                                                                                                                   |                                                                                                                         |                                                                                                                         |          |

Highlighting indicates a new fee or a fee increase of greater than 5%

| Department     | Program       | Fee Description                                                                                                     | FY 2023 Adopted Fee Amount                                           | FY 2024 Proposed Fee Amount                                          | Change % |
|----------------|---------------|---------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|----------------------------------------------------------------------|----------|
| Administrative | Tree Services | Tree Removal Permit (allows contractor to remove a public tree upon outside request with permission(per occurrence) | \$ 50.00                                                             | \$ 50.00                                                             | 0%       |
| Administrative | Tree Services | Tree Permit (allows contractor to perform work on public trees with permission (per fiscal year)                    | \$ 50.00                                                             | \$ 50.00                                                             | 0%       |
| Street         | Permits       | Banner Install/Remove                                                                                               | \$ 175.00                                                            | \$ 175.00                                                            | 0%       |
| Street         | Permits       | Right of Way Encroachment Agreement                                                                                 | \$ 150.00                                                            | \$ 475.00                                                            | 217%     |
| Street         | Permits       | Temporary Use of the Right of Way Permit (TURP)                                                                     | \$ 100.00                                                            | \$ 100.00                                                            | 0%       |
| Street         | Permits       | Dig Permit                                                                                                          | \$ 50.00                                                             | \$ 50.00                                                             | 0%       |
| Street         | Permits       | Barricade Rental                                                                                                    | \$ 20.00                                                             | \$ 20.00                                                             | 0%       |
| Street         | Permits       | Security Agreement/Performance Bond Processing Fee                                                                  | \$ 100.00                                                            | \$ 100.00                                                            | 0%       |
|                |               |                                                                                                                     | In addition to connection fees in table 4-D                          | In addition to connection fees in table 4-D                          | 0%       |
| Water          | Fees          | City water tap and corporation stop installation                                                                    |                                                                      |                                                                      |          |
| Water          | Fees          | 1" tap                                                                                                              | \$ 203.00                                                            | \$ 203.00                                                            | 0%       |
| Water          | Fees          | 1 1/2" tap                                                                                                          | \$ 220.00                                                            | \$ 220.00                                                            | 0%       |
| Water          | Fees          | 2" tap                                                                                                              | \$ 247.00                                                            | \$ 247.00                                                            | 0%       |
| Water          | Fees          | Non-Standard Connection Fee                                                                                         | Time and material cost to city                                       | Time and material cost to city                                       | 0%       |
|                |               |                                                                                                                     | Meter cost + \$40; check with Water Division for current meter costs | Meter cost + \$40; check with Water Division for current meter costs | 0%       |
| Water          | Fees          | Water Meter Fee – 1" Water Meter                                                                                    | Meter cost + \$40; check with Water Division for current meter costs | Meter cost + \$40; check with Water Division for current meter costs | 0%       |
| Water          | Fees          | Water Meter Fee – 1.5" R2 Water Meter                                                                               | Meter cost + \$40; check with Water Division for current meter costs | Meter cost + \$40; check with Water Division for current meter costs | 0%       |
| Water          | Fees          | Water Meter Fee – 1.5" C2 Water Meter                                                                               | Meter cost + \$40; check with Water Division for current meter costs | Meter cost + \$40; check with Water Division for current meter costs | 0%       |
| Water          | Fees          | Water Meter Fee – 2" R2 Water Meter                                                                                 | Meter cost + \$40; check with Water Division for current meter costs | Meter cost + \$40; check with Water Division for current meter costs | 0%       |
| Water          | Fees          | Water Meter Fee – 2" C2 Water Meter                                                                                 | Meter cost + \$40; check with Water Division for current meter costs | Meter cost + \$40; check with Water Division for current meter costs | 0%       |
| Water          | Fees          | Water Meter Fee – 3" Water Meter + up                                                                               | Meter cost + \$40; check with Water Division for current meter costs | Meter cost + \$40; check with Water Division for current meter costs | 0%       |
| Water          | Fees          | Water Meter Vaults                                                                                                  | \$ 1,100.00                                                          | \$ 1,100.00                                                          | 0%       |
| Water          | Fees          | Fire Line Permit Fee                                                                                                | \$ 253.00                                                            | \$ 253.00                                                            | 0%       |
| Water          | Fees          | Turn-On Fee                                                                                                         | \$ 25.00                                                             | \$ 25.00                                                             | 0%       |
| Water          | Fees          | Turn-Off Fee                                                                                                        | \$ 25.00                                                             | \$ 25.00                                                             | 0%       |
| Water          | Fees          | Water User Charges – Metered Users Base charge (residential or commercial)                                          | \$ 14.55                                                             | \$ 15.28                                                             | 5%       |
| Water          | Fees          | 1,000 – 8,000 Additional Gallons per 1,000 gallons                                                                  | \$ 1.25                                                              | \$ 1.31                                                              | 5%       |
| Water          | Fees          | 8,001 – 20,000 Additional Gallons per 1,000 gallons                                                                 | \$ 2.45                                                              | \$ 2.57                                                              | 5%       |
| Water          | Fees          | 20,001 – 32,000 Additional Gallons per 1,000 gallons                                                                | \$ 2.89                                                              | \$ 3.03                                                              | 5%       |
| Water          | Fees          | 32,001 – 44,000 Additional Gallons per 1,000 gallons                                                                | \$ 3.33                                                              | \$ 3.50                                                              | 5%       |
| Water          | Fees          | 44,001 – 56,000 Additional Gallons per 1,000 gallons                                                                | \$ 3.77                                                              | \$ 3.96                                                              | 5%       |
| Water          | Fees          | 56,001 – 68,000 Additional Gallons per 1,000 gallons                                                                | \$ 4.21                                                              | \$ 4.42                                                              | 5%       |
| Water          | Fees          | 68,001 – 80,000 Additional Gallons per 1,000 gallons                                                                | \$ 4.65                                                              | \$ 4.88                                                              | 5%       |
| Water          | Fees          | 80,001 – 92,000 Additional Gallons per 1,000 gallons                                                                | \$ 5.23                                                              | \$ 5.49                                                              | 5%       |
| Water          | Fees          | 92,000 – 104,000 Additional Gallons per 1,000 gallons                                                               | \$ 5.81                                                              | \$ 6.10                                                              | 5%       |
| Water          | Fees          | 104,001 – 116,000 Additional Gallons per 1,000 gallons                                                              | \$ 6.39                                                              | \$ 6.71                                                              | 5%       |
| Water          | Fees          | 116,001 – 128,000 Additional Gallons per 1,000 gallons                                                              | \$ 6.98                                                              | \$ 7.33                                                              | 5%       |
| Water          | Fees          | 128,001 – 140,000 Additional Gallons per 1,000 gallons                                                              | \$ 7.56                                                              | \$ 7.94                                                              | 5%       |
| Water          | Fees          | 140,001 – 152,000 Additional Gallons per 1,000 gallons                                                              | \$ 8.14                                                              | \$ 8.55                                                              | 5%       |
| Water          | Fees          | >152,000 Additional Gallons per 1,000 gallons                                                                       | \$ 8.72                                                              | \$ 9.16                                                              | 5%       |

Highlighting indicates a new fee or a fee increase of greater than 5%

| Department | Program                | Fee Description                                                                                         | FY 2023 Adopted Fee      | FY 2024 Proposed Fee     | Change % |
|------------|------------------------|---------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|----------|
|            |                        |                                                                                                         | Amount                   | Amount                   |          |
| Water      | User Charges-Flat Rate | Residential-First five (5) cold water taps or less Each additional cold water tap (per month, per unit) | \$ 25.06                 | \$ 26.31                 | 5%       |
| Water      | User Charges-Flat Rate | Residential-Each additional cold water tap (per month, per unit)                                        | \$ 2.31                  | \$ 2.43                  | 5%       |
| Water      | User Charges-Flat Rate | Residential-Irrigation and sprinkling per each 1,000 square feet of lot area (per month, per unit)      | \$ 0.83                  | \$ 0.87                  | 5%       |
| Water      | User Charges-Flat Rate | Commercial-First five (5) cold water taps or less Each additional cold water tap (per month, per unit)  | \$ 38.46                 | \$ 40.38                 | 5%       |
| Water      | User Charges-Flat Rate | Commercial-Each additional cold water tap (per month, per unit)                                         | \$ 3.20                  | \$ 3.36                  | 5%       |
| Water      | User Charges-Flat Rate | Commercial-Irrigation and sprinkling per each 1,000 square feet of lot area (per month, per unit)       | \$ 0.84                  | \$ 0.88                  | 5%       |
| Water      | User Fees              | Fire User Charge 2" Connection (per month)                                                              | \$ 8.21                  | \$ 8.62                  | 5%       |
| Water      | User Fees              | Fire User Charge 4" Connection (per month)                                                              | \$ 16.70                 | \$ 17.54                 | 5%       |
| Water      | User Fees              | Fire User Charge 6" Connection (per month)                                                              | \$ 33.56                 | \$ 35.24                 | 5%       |
| Water      | User Fees              | Fire User Charge 8" Connection (per month)                                                              | \$ 49.61                 | \$ 52.09                 | 5%       |
| Water      | User Fees              | Fire User Chage 10" Connection (per month)                                                              | \$ 67.16                 | \$ 70.52                 | 5%       |
| Water      | User Fees              | Fire User Charge 12" Connection (per month)                                                             | \$ 83.11                 | \$ 87.27                 | 5%       |
|            |                        |                                                                                                         | Fee determined by amount | Fee determined by amount | 0%       |
| Water      | User Fees              | Tank Truck Fill Fee                                                                                     | \$                       | \$                       |          |
| Water      | User Fees              | Use of Fire Hydrant Charge (per day)                                                                    | \$ 25.00                 | \$ 25.00                 | 0%       |
| Water      | Connection Fees        | Meter 1" scale factor 1.00                                                                              | \$ 3,816.00              | \$ 3,816.00              | 0%       |
| Water      | Connection Fees        | Meter 1.5" scale factor 2.25                                                                            | \$ 8,586.00              | \$ 8,586.00              | 0%       |
| Water      | Connection Fees        | Meter 2" scale factor 4.00                                                                              | \$ 15,264.00             | \$ 15,264.00             | 0%       |
| Water      | Connection Fees        | Meter 3" scale factor 9.00                                                                              | \$ 34,344.00             | \$ 34,344.00             | 0%       |
| Water      | Connection Fees        | Meter 4" scale factor 16.00                                                                             | \$ 61,056.00             | \$ 61,056.00             | 0%       |
| Water      | Connection Fees        | Meter 6" scale factor 36.00                                                                             | \$ 137,376.00            | \$ 137,376.00            | 0%       |
| Wastewater | Fees                   | Service Inspection Fee                                                                                  | \$ 40.00                 | \$ 40.00                 | 0%       |
| Wastewater | Sewer User Fees        | 11-Single family home                                                                                   | \$ 41.85                 | \$ 43.94                 | 5%       |
| Wastewater | Sewer User Fees        | 12-Multiple living unit                                                                                 | \$ 41.85                 | \$ 43.94                 | 5%       |
| Wastewater | Sewer User Fees        | 13-Motel / hotel (first unit)                                                                           | \$ 41.85                 | \$ 43.94                 | 5%       |
| Wastewater | Sewer User Fees        | 15-Office building / 1,500 square feet                                                                  | \$ 41.85                 | \$ 43.94                 | 5%       |
| Wastewater | Sewer User Fees        | 16-Retail sales / 3,000 square feet                                                                     | \$ 41.85                 | \$ 43.94                 | 5%       |
| Wastewater | Sewer User Fees        | 17-Restaurant / cafe per seat with or without a trap                                                    | \$ 4.13                  | \$ 4.34                  | 5%       |
| Wastewater | Sewer User Fees        | 20-Retail food / 1,500 square feet                                                                      | \$ 41.85                 | \$ 43.94                 | 5%       |
| Wastewater | Sewer User Fees        | 21-Barber shop / per chair                                                                              | \$ 20.90                 | \$ 21.95                 | 5%       |
| Wastewater | Sewer User Fees        | 22-Beauty salon / per operator                                                                          | \$ 41.85                 | \$ 43.94                 | 5%       |
| Wastewater | Sewer User Fees        | 26-Dry cleaners                                                                                         | \$ 83.67                 | \$ 87.85                 | 5%       |
| Wastewater | Sewer User Fees        | 27-Garage / mechanical per 1,500 square feet                                                            | \$ 83.67                 | \$ 87.85                 | 5%       |
| Wastewater | Sewer User Fees        | 28-Laundries                                                                                            | \$ 167.39                | \$ 175.76                | 5%       |
| Wastewater | Sewer User Fees        | 29-Bank                                                                                                 | \$ 83.67                 | \$ 87.85                 | 5%       |
| Wastewater | Sewer User Fees        | 30-School / per 50 students                                                                             | \$ 41.85                 | \$ 43.94                 | 5%       |
| Wastewater | Sewer User Fees        | 31-Swimming pool / private / 500 square feet                                                            | \$ 10.40                 | \$ 10.92                 | 5%       |
| Wastewater | Sewer User Fees        | 32-Beer, wine, liquor                                                                                   | \$ 83.67                 | \$ 87.85                 | 5%       |
| Wastewater | Sewer User Fees        | 33-Theater / per screen                                                                                 | \$ 83.67                 | \$ 87.85                 | 5%       |
| Wastewater | Sewer User Fees        | 35-Nursery school                                                                                       | \$ 83.67                 | \$ 87.85                 | 5%       |
| Wastewater | Sewer User Fees        | 36-Church                                                                                               | \$ 83.67                 | \$ 87.85                 | 5%       |
| Wastewater | Sewer User Fees        | 37-Lodge / private / 3,000 square feet                                                                  | \$ 83.67                 | \$ 87.85                 | 5%       |
| Wastewater | Sewer User Fees        | 39-Dentist / doctor/ per medical doctor                                                                 | \$ 45.04                 | \$ 47.29                 | 5%       |
| Wastewater | Sewer User Fees        | 40-Car wash with recycle                                                                                | \$ 45.04                 | \$ 47.29                 | 5%       |
| Wastewater | Sewer User Fees        | 41-Hospital / per bed                                                                                   | \$ 8.34                  | \$ 8.76                  | 5%       |
| Wastewater | Sewer User Fees        | 42-Bowling alley / per lane                                                                             | \$ 16.72                 | \$ 17.56                 | 5%       |
| Wastewater | Sewer User Fees        | 43-Car wash without recycle / per bay                                                                   | \$ 83.60                 | \$ 87.78                 | 5%       |
| Wastewater | Sewer User Fees        | 44-Commercial / 3,000 square feet                                                                       | \$ 41.85                 | \$ 43.94                 | 5%       |
| Wastewater | Sewer User Fees        | 45-Photo development lab                                                                                | \$ 83.60                 | \$ 87.78                 | 5%       |
| Wastewater | Sewer User Fees        | 46-Gas station with public restrooms                                                                    | \$ 83.67                 | \$ 87.85                 | 5%       |
| Wastewater | Sewer User Fees        | 47-Warehouse / 6,000 square feet                                                                        | \$ 41.85                 | \$ 43.94                 | 5%       |
| Wastewater | Sewer User Fees        | 48-Swimming pool / public / 500 square feet                                                             | \$ 31.99                 | \$ 33.59                 | 5%       |
| Wastewater | Sewer User Fees        | 54-Motel / hotel unit without cooking                                                                   | \$ 10.40                 | \$ 10.92                 | 5%       |
| Wastewater | Sewer User Fees        | 55-Motel hotel, with cooking                                                                            | \$ 20.90                 | \$ 21.95                 | 5%       |

Highlighting indicates a new fee or a fee increase of greater than 5%

| Department     | Program            | Fee Description                                                                                                | FY 2023 Adopted Fee                            | FY 2024 Proposed Fee                           | Change % |
|----------------|--------------------|----------------------------------------------------------------------------------------------------------------|------------------------------------------------|------------------------------------------------|----------|
|                |                    |                                                                                                                | Amount                                         | Amount                                         |          |
| Wastewater     | Sewer User Fees    | 56-Senior family living home                                                                                   | \$ 20.90                                       | \$ 21.95                                       | 5%       |
| Water          | Connection Fees    | Meter 1" scale factor 1.00                                                                                     | \$ 2,921.00                                    | \$ 2,921.00                                    | 0%       |
| Water          | Connection Fees    | Meter 1.5" scale factor 2.25                                                                                   | \$ 6,572.25                                    | \$ 6,572.25                                    | 0%       |
| Water          | Connection Fees    | Meter 2" scale factor 4.00                                                                                     | \$ 11,684.00                                   | \$ 11,684.00                                   | 0%       |
| Water          | Connection Fees    | Meter 3" scale factor 9.00                                                                                     | \$ 26,289.00                                   | \$ 26,289.00                                   | 0%       |
| Water          | Connection Fees    | Meter 4" scale factor 16.00                                                                                    | \$ 46,736.00                                   | \$ 46,736.00                                   | 0%       |
| Water          | Connection Fees    | Meter 6" scale factor 36.00                                                                                    | \$ 105,156.00                                  | \$ 105,156.00                                  | 0%       |
| Administrative | License & Tax Fees | Business License Application Fee                                                                               | \$ 125.00                                      | \$ 125.00                                      | 0%       |
| Administrative | License & Tax Fees | Business License Renewal Fee                                                                                   | \$ 50.00                                       | \$ 50.00                                       | 0%       |
| Administrative | License & Tax Fees | Business License Late Fee                                                                                      | \$ 10.00                                       | \$ 10.00                                       | 0%       |
| Administrative | License & Tax Fees | City Local Option Tax Application Fee - Tax collected per Municipal Code Title 3, Chapter 12.                  | \$ -                                           | \$ -                                           | 0%       |
|                |                    |                                                                                                                | After Due Date: Penalty -                      | After Due Date: Penalty -                      |          |
|                |                    |                                                                                                                | The greater of 5% of Tax                       | The greater of 5% of Tax                       |          |
|                |                    |                                                                                                                | Due or \$10.00 Plus 1%                         | Due or \$10.00 Plus 1%                         | 0%       |
|                |                    |                                                                                                                | Interest Per Month on Tax                      | Interest Per Month on Tax                      |          |
| Administrative | License & Tax Fees | City Local Option Tax Late Fee                                                                                 | Due                                            | Due                                            |          |
| Administrative | License & Tax Fees | Short-Term Rental Application Permit Fee-City Resolution #1230                                                 | \$ 527.00                                      | \$ 504.00                                      | -4.36%   |
| Administrative | License & Tax Fees | Short-Term Rental Renewal Permit Fee                                                                           | \$ -                                           | \$ 504.00                                      | 0%       |
| Administrative | License & Tax Fees | Short-Term Rental Late Fee (per day)                                                                           | \$ 100.00                                      | \$ 100.00                                      | 0%       |
| Administrative | License & Tax Fees | Catering Permit Application Fee- Idaho Code 23-934A                                                            | \$ 20.00                                       | \$ 20.00                                       | 0%       |
| Administrative | Copy Fees          | Black & White 8.5"x 11" Single-sided (per page)                                                                | \$ 0.06                                        | \$ 0.06                                        | 0%       |
| Administrative | Copy Fees          | Black & White 8.5"x 14" Single-sided (per page)                                                                | \$ 0.06                                        | \$ 0.06                                        | 0%       |
| Administrative | Copy Fees          | Black & White 8.5"x 11" Double-sided (per page)                                                                | \$ 0.11                                        | \$ 0.11                                        | 0%       |
| Administrative | Copy Fees          | Black & White 8.5"x 14" Double-sided (per page)                                                                | \$ 0.11                                        | \$ 0.11                                        | 0%       |
| Administrative | Copy Fees          | Black & White 11"x 17" Single-sided (per page)                                                                 | \$ 0.15                                        | \$ 0.15                                        | 0%       |
| Administrative | Copy Fees          | Black & White 11"x 17" Double-sided (per page)                                                                 | \$ 0.29                                        | \$ 0.29                                        | 0%       |
| Administrative | Copy Fees          | Color 8.5"x 11" Single-sided (per page)                                                                        | \$ 0.65                                        | \$ 0.65                                        | 0%       |
| Administrative | Copy Fees          | Color 8.5"x 14" Single-sided (per page)                                                                        | \$ 0.65                                        | \$ 0.65                                        | 0%       |
| Administrative | Copy Fees          | Color 8.5"x 11" Double-sided (per page)                                                                        | \$ 0.65                                        | \$ 0.65                                        | 0%       |
| Administrative | Copy Fees          | Color 8.5"x 14" Double-sided (per page)                                                                        | \$ 0.65                                        | \$ 0.65                                        | 0%       |
| Administrative | Copy Fees          | Color 11"x 17" Single-sided (per page)                                                                         | \$ 0.85                                        | \$ 0.85                                        | 0%       |
| Administrative | Copy Fees          | Color 11"x 17" Double-sided (per page)                                                                         | \$ 0.85                                        | \$ 0.85                                        | 0%       |
| Administrative | Copy Fees          | 24" x 36" (outsourced) (per page)                                                                              | \$ 3.30                                        | \$ 3.30                                        | 0%       |
| Administrative | Copy Fees          | 22" x 34" (outsourced) (per page)                                                                              | \$ 3.00                                        | \$ 3.00                                        | 0%       |
| Administrative | Labor Rates Hourly | City Administrator, Department Head, Assistant or Associate, City Clerk, City Treasurer- Idaho Code 74-102(10) | Current salary divided by 2,080 hours per year | Current salary divided by 2,080 hours per year | 0%       |
| Administrative | Labor Rates Hourly | Network Consultant                                                                                             | Current hourly rate                            | Current hourly rate                            | 0%       |



## Appendix II:

Blaine County Sheriff – Ketchum Patrol Team

Idaho Dark Sky Alliance

Friends of the Sawtooth Avalanche Center

Mountain Humane

Mountain Rides

Sun Valley Economic Development



# Ketchum Patrol Team

## FY24 Operating Budget



SHERIFF STEVE HARKINS  
CHIEF DEPUTY WILL FRUEHLING



FY2024

## Ketchum Patrol Team Budget Overview



Office / Department: Blaine County Sheriff's Office  
Budget Contact Persons: Sheriff Steve Harkins  
Chief Deputy Will Fruehling  
Lieutenant Jamie Shaw

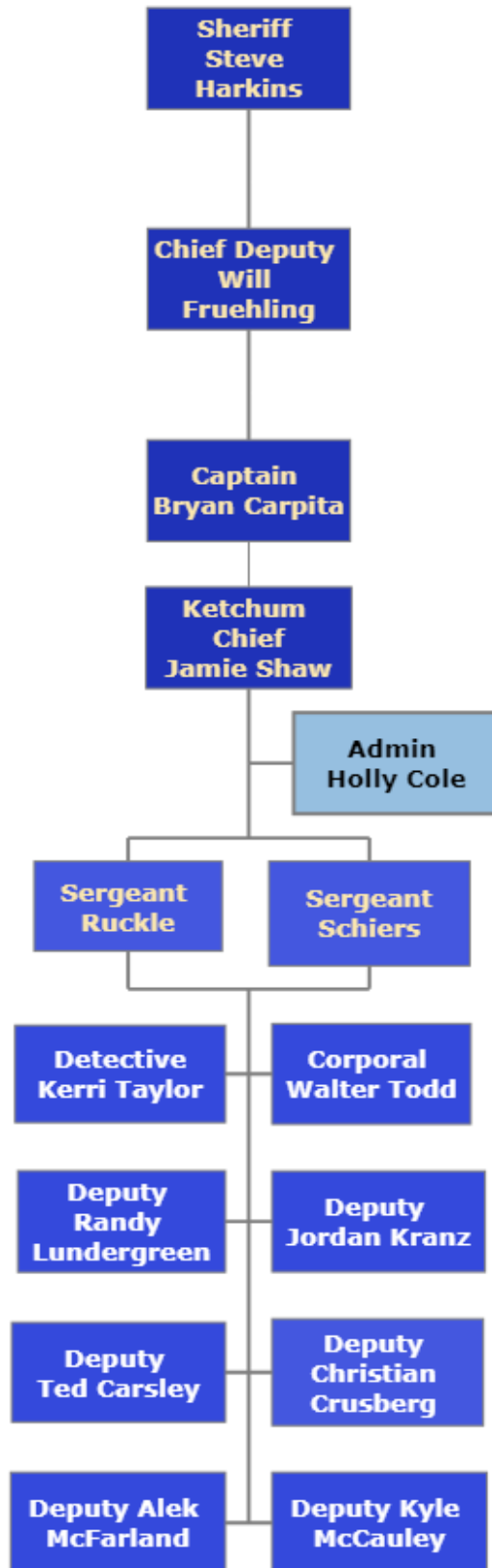
### Mission Statement

The men and women of the Ketchum Patrol Team of the Blaine County Sheriff's Office are committed to being a professional organization dedicated to the concepts of personal excellence, continuous improvement, teamwork, and service to our community. We take pride in our organization, our accomplishments, and our abilities to make the City of Ketchum a safe place to live, work, and play.



**Teamwork \* Integrity \* Excellence**

*Ketchum Patrol Team Organizational Structure:*



# FY23 Highlights

## **School Liaison Deputies:**

This year we added two school liaison deputies to provide both Hemingway Elementary and the Carey School with a primary point of contact to assist with school-related matters. Neither school has an assigned School Resource Officer. The purpose of this position is to build and maintain mutually beneficial relationships, facilitate communications, and coordinate activities between our department and the schools.

## **Rapid Response Training:**

Recent events across the country have taught us that not only must our deputies be trained and prepared for threats in schools, public places, and gatherings, but that these events can happen anywhere. This year we had five deputies attend the Active Attack Integrated Response Courses and become instructors in various subjects. This program addresses the principles and technical aspects of responding to and implementing an integrated first responder deployment to an active attack event. This response protocol is the standard for American law enforcement, fire departments, and emergency medical personnel and is proven to save lives.

## **Patrol Training:**

As of June 1, 2023, our two patrol teams have completed a total of 1,226 hours of training on topics such as drug investigations, firearms, arrest and control techniques (ARCON), leadership, active shooter, domestic violence, and interview techniques. 751 of these hours were completed in-house and 475 hours were held outside our agency.

## **Computer Network Consolidation:**

With the assistance of the IT Team, the Ketchum Patrol Team is now on the Blaine County computer network. Deputies can now access all computers without multiple logins. This is a big step in improving our efficiency. The final step will be to upgrade Ketchum's WatchGuard server which should be completed by the end of FY23.

## **Breaching Tools:**

We have purchased breaching tools for all our patrol vehicles to enhance our readiness for major events such as active shooters.

## **Ketchum Field Days:**

The Ketchum Patrol Team continued our long tradition of community involvement with our 12<sup>th</sup> annual Field Day at Hemingway Elementary School. We also brought our community and law enforcement together during our annual Bike Rodeo and Wagon Days events. Maintaining a close relationship with the public and our local schools has always been a priority. When schools, our community, and law enforcement work together, we can achieve positive outcomes.

**KETCHUM PATROL TEAM  
SUMMARY SCHEDULE**

**Fiscal Year 2024 - October 1, 2023 Through September 30, 2024**

| Classification                           | 2023<br>Budgeted    | 2023<br>Revised     | 2024<br>Request     | Change<br>Amount |
|------------------------------------------|---------------------|---------------------|---------------------|------------------|
| Personnel Services                       | \$ 1,076,602        | \$ 1,078,010        | \$ 1,161,305        | \$ 83,295        |
| Contractual Services & Commodities       | \$ 233,162          | \$ 233,162          | \$ 247,770          | \$ 14,608        |
| <b>Proposed Ketchum Operating Budget</b> | <b>\$ 1,309,764</b> | <b>\$ 1,311,172</b> | <b>\$ 1,409,075</b> | <b>\$ 97,903</b> |

***County Clerk Estimates***

|                                       |                     |                     |                     |                   |
|---------------------------------------|---------------------|---------------------|---------------------|-------------------|
| Benefits Estimate                     | \$ 431,973          | \$ 431,973          | \$ 488,443          | \$ 56,470         |
| <b>Total Estimated Ketchum Budget</b> | <b>\$ 1,741,737</b> | <b>\$ 1,743,145</b> | <b>\$ 1,897,518</b> | <b>\$ 154,373</b> |

***Unincluded Capital Outlay Considerations***

|                |      |      |           |           |
|----------------|------|------|-----------|-----------|
| Capital Outlay | \$ - | \$ - | \$ 65,428 | \$ 65,428 |
|----------------|------|------|-----------|-----------|



**KETCHUM PATROL TEAM  
SUMMARY SCHEDULE**

**Fiscal Year 2024 - October 1, 2023 Through September 30, 2024**

| Classification                           | 2023<br>Budgeted    | 2023<br>Revised     | 2024<br>Request     | Change<br>Amount |
|------------------------------------------|---------------------|---------------------|---------------------|------------------|
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***County Clerk Estimates***

|                                       |                     |                     |                     |                   |
|---------------------------------------|---------------------|---------------------|---------------------|-------------------|
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***Unincluded Capital Outlay Considerations***

|                |      |      |           |           |
|----------------|------|------|-----------|-----------|
| Capital Outlay | \$ - | \$ - | \$ 65,428 | \$ 65,428 |
|----------------|------|------|-----------|-----------|



| Account Number | Account Name & Change Amount        | Ketchum Patrol Budget Justifications                                                                                                                                                                                                                                                                                                                                                                   |
|----------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 17-401-01      | Salary Chief<br>\$7,936             | <b>Note:</b> This increase of \$7,936 represents a 6% market increase in wages as projected by the Blaine County Clerk for a total of \$120,343.                                                                                                                                                                                                                                                       |
| 17-401-02      | Salaries Deputies<br>\$67,239       | <b>Note:</b> This increase of \$67,239 represents a 6% market increase in staff wages as projected by the Blaine County Clerk, \$18,333 in scheduled pro-rated step increases, an estimate for the promotion of one sergeant, and \$15,172 for shift differentials. The total line item is \$897,500.                                                                                                  |
| 17-402-01      | Salary Office<br>\$3,834            | <b>Note:</b> This increase of 3,834 represents a 6% market increase in wages as projected by the Blaine County Clerk for a total of \$67,731.                                                                                                                                                                                                                                                          |
| 17-409-09      | Overtime<br>\$4,287                 | <b>Note:</b> This increase of \$4,287 represents a 6% adjustment to our overtime to maintain this line item in alignment with our wages after projected market increases. The total amount of the Ketchum Police Team's Overtime budget is \$75,731.                                                                                                                                                   |
| 17-450-00      | ICRMP Liability Insurance<br>\$531  | <b>Note:</b> We are requesting an increase of \$531 for a total of \$18,243 based on a projected 3% increase in the cost of our ICRMP Liability Insurance. This is a cost of doing business.                                                                                                                                                                                                           |
| 17-489-00      | Professional Services<br>\$2,000    | <b>Note:</b> This line item is being increased by \$2,000 to cover the costs for Syringa Network Connectivity to County Servers. This is a cost of doing business.                                                                                                                                                                                                                                     |
| 17-495-01      | 700 MHz Master Maintenance<br>\$570 | <b>Note:</b> We are requesting a \$570 increase to fund Ketchum Patrol's FY2024 700 MHz radio maintenance fee. Our 23 portable and mobile 700 MHz radios cost \$240 each for a total cost of \$5,520. This is a cost of doing business.                                                                                                                                                                |
| 17-528-00      | Dues / Memberships<br>\$675         | <b>Note:</b> We are requesting an increase of \$675 for a total of \$5600 to reflect increases in our dues and membership costs. This line item includes \$3,369 for Lexipol, \$540 for Air St. Luke's, \$1,000 for the Hurtig Shooting Center, \$450 for the Chief of Police Association, \$50 for the Rocky Mountain Information Network, and \$60 for the Idaho Police Mountain Biking Association. |
| 17-556-04      | RMS Contribution<br>\$4,831         | <b>Note:</b> We are requesting an increase of \$4,831 for a total of \$34,714 to fund the FY24 Ketchum Patrol portion of the RMS Central Square Contribution. This is a cost of doing business.                                                                                                                                                                                                        |

| Account Number | Account Name & Change Amount    | Ketchum Patrol Budget Justifications                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 17-600-00      | Management/Admin Fee<br>\$6,000 | <b>Justification:</b> Based on the recommendation of the previous County Clerk’s Office administration, we are requesting a \$6,000 increase in the Management Line Item for a total of \$60,000. When the City of Ketchum began contracting with Blaine County for law enforcement services in 2009, this line item was set at \$54,000 to cover management and administrative costs. The line item has never been adjusted for the increases in salaries or contracts and is now underfunded based on projected market increases and contract costs. |
|                | Benefits Estimate<br>\$56,470   | <b>Note:</b> Based upon the Blaine County Budget Officer’s current projection of benefit increases, we are estimating an increase of \$56,470 for a total of \$488,443 for benefit costs for FY 2024. This calculation includes scheduled wages, step increases, and overtime.                                                                                                                                                                                                                                                                         |

| Request Amount                                 | Unincluded Capital Outlay Considerations                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Capital Equipment<br>Tasers<br>\$30,509        | <b>Justification:</b> We are requesting a capital expenditure from the City of Ketchum to fund a replacement plan for our Tasers. Our current Tasers are no longer supported and are beginning to fail. Tasers are a critical tool for officer safety. This expenditure would fund the purchase, set-up, warranties, licenses, cartridges, holsters, batteries, and docking bay for 11 tasers to outfit our Ketchum deputies. |
| Capital Equipment<br>Mobile Radios<br>\$18,154 | <b>Justification:</b> We are requesting a capital expenditure of \$ 18,154 from the City of Ketchum as a one-time cost of our radio replacement plan which we began in FY2022. Radio communication is a critical tool for all public safety agencies. We rely on it to perform our essential duties to protect the citizens of Ketchum and to protect our employees.                                                          |
| Capital Equipment<br>Body Cameras<br>\$16,765  | <b>Justification:</b> We are requesting a capital expenditure from the City of Ketchum of \$16,765 to replace 11 body cameras that are failing and are no longer supported by the manufacturer. Replacing these important officer safety tools is a cost of doing business and an effective risk management investment.                                                                                                       |





**KETCHUM PATROL TEAM  
CODE OF ACCOUNTS**

**Fiscal Year 2024 - October 1, 2023 Through September 30, 2024**

| Code                               | Classification    | 2023<br>Budgeted    | 2023<br>Revised     | 2024<br>Request     | Change<br>Amount |
|------------------------------------|-------------------|---------------------|---------------------|---------------------|------------------|
| <b>Personnel Services</b>          |                   |                     |                     |                     |                  |
| 17-401-01                          | Salary Chief      | \$ 112,407          | \$ 112,407          | \$ 120,343          | \$ 7,936         |
| 17-401-02                          | Salaries Deputies | \$ 830,657          | \$ 830,262          | \$ 897,500          | \$ 67,239        |
| 17-402-01                          | Salary Office     | \$ 62,094           | \$ 63,898           | \$ 67,731           | \$ 3,834         |
| 17-409-99                          | Overtime          | \$ 71,444           | \$ 71,444           | \$ 75,731           | \$ 4,287         |
| <b>Subtotal Personnel Services</b> |                   | <b>\$ 1,076,602</b> | <b>\$ 1,078,010</b> | <b>\$ 1,161,305</b> | <b>\$ 83,295</b> |

| <b>Contractual Services &amp; Commodities</b>      |                                 |                     |                     |                     |                  |
|----------------------------------------------------|---------------------------------|---------------------|---------------------|---------------------|------------------|
| 17-439-00                                          | Travel                          | \$ 4,600            | \$ 4,600            | \$ 4,600            | \$ -             |
| 17-439-01                                          | Per Diem                        | \$ 4,000            | \$ 4,000            | \$ 4,000            | \$ -             |
| 17-440-00                                          | Office Supplies                 | \$ 8,500            | \$ 8,500            | \$ 8,500            | \$ -             |
| 17-450-00                                          | ICRMP Liability                 | \$ 17,712           | \$ 17,712           | \$ 18,243           | \$ 531           |
| 17-464-00                                          | Telephone Communications        | \$ 3,000            | \$ 3,000            | \$ 3,000            | \$ -             |
| 17-479-00                                          | Vehicle Expenses                | \$ 42,896           | \$ 42,896           | \$ 42,896           | \$ -             |
| 17-489-00                                          | Professional Services           | \$ 10,000           | \$ 10,000           | \$ 12,000           | \$ 2,000         |
| 17-495-01                                          | 700 MHz Master Maintenance      | \$ 4,950            | \$ 4,950            | \$ 5,520            | \$ 570           |
| 17-499-00                                          | Repairs/Maintenance             | \$ 2,320            | \$ 2,320            | \$ 2,320            | \$ -             |
| 17-528-00                                          | Dues/Memberships                | \$ 4,925            | \$ 4,925            | \$ 5,600            | \$ 675           |
| 17-550-00                                          | Community Policing              | \$ 5,000            | \$ 5,000            | \$ 5,000            | \$ -             |
| 17-554-00                                          | Uniforms                        | \$ 5,000            | \$ 5,000            | \$ 5,000            | \$ -             |
| 17-556-01                                          | Operating Supplies/Equipment    | \$ 23,000           | \$ 23,000           | \$ 23,000           | \$ -             |
| 17-556-04                                          | RMS Contribution Central Square | \$ 29,883           | \$ 29,883           | \$ 34,714           | \$ 4,831         |
| 17-569-00                                          | Training/Education              | \$ 8,000            | \$ 8,000            | \$ 8,000            | \$ -             |
| 17-591-05                                          | Certification Incentives        | \$ 1,500            | \$ 1,500            | \$ 1,500            | \$ -             |
| 17-600-00                                          | Management/Term./Admin. Fee     | \$ 54,000           | \$ 54,000           | \$ 60,000           | \$ 6,000         |
| 17-714-05                                          | Telephone Allowances            | \$ 3,876            | \$ 3,876            | \$ 3,876            | \$ -             |
| <b>Subtotal Contractual Services / Commodities</b> |                                 | <b>\$ 233,162</b>   | <b>\$ 233,162</b>   | <b>\$ 247,770</b>   | <b>\$ 14,608</b> |
| <b>Proposed Ketchum Operating Budget</b>           |                                 | <b>\$ 1,309,764</b> | <b>\$ 1,311,172</b> | <b>\$ 1,409,075</b> | <b>\$ 97,903</b> |

**County Clerk Estimates**

|                                    |                     |                     |                     |                   |
|------------------------------------|---------------------|---------------------|---------------------|-------------------|
| <b>Estimated Benefit Total</b>     | <b>\$ 431,973</b>   | <b>\$ 431,973</b>   | <b>\$ 488,443</b>   | <b>\$ 56,470</b>  |
| <b>Total Ketchum Patrol Budget</b> | <b>\$ 1,741,737</b> | <b>\$ 1,743,145</b> | <b>\$ 1,897,518</b> | <b>\$ 154,373</b> |

**Unincluded Capital Outlay Considerations**

|                                |             |             |                  |                  |
|--------------------------------|-------------|-------------|------------------|------------------|
| Capital Vehicle                | \$ -        | \$ -        | \$ -             | \$ -             |
| Capital Computer               | \$ -        | \$ -        | \$ -             | \$ -             |
| Capital Equipment              | \$ -        | \$ -        | \$ -             | \$ -             |
| Tasers                         |             |             | \$ 30,509        | \$ 30,509        |
| Mobile Radios                  |             |             | \$ 18,154        | \$ 18,154        |
| Body Cameras/In Car Cameras    |             |             | \$ 16,765        | \$ 16,765        |
| <b>Subtotal Capital Outlay</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 65,428</b> | <b>\$ 65,428</b> |



City of Ketchum

|                                                                                                        |
|--------------------------------------------------------------------------------------------------------|
| <b>Agency Name:</b> Idaho Dark Sky Alliance (in support of the Central Idaho Dark Sky Reserve (CIDSR)) |
| <b>Project Name:</b> Educational Outreach and Light Pollution Monitoring                               |
| <b>Contact Person:</b> Carol Cole                                                                      |
| <b>Address:</b> PO Box 4903, Ketchum, ID 83340                                                         |
| <b>Email:</b> <a href="mailto:idahodarksky@gmail.com">idahodarksky@gmail.com</a>                       |
| <b>Phone Number:</b> Carol, 208-721-2303                                                               |

Please provide the information requested below and return via email to [aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org) by end of day, **Friday, April 21, 2023**.

- City Council’s Budget Strategic Session will be on Monday, June 26, 2023 from 9-1pm (to be confirmed/agenda to follow)
- The public hearing will be on July 17, with the readings as follows:
  - 1<sup>st</sup> – August 7 | 2<sup>nd</sup> – August 21 | 3<sup>rd</sup> – September 5

Feel free to expand the text fields. Supporting documents or any additional information for consideration are welcome as attachments.

If any of the below items do not apply to your request, please indicate with N/A.

1. Amount requested for fiscal year 2024: **\$2500.00**
2. What percentage of your overall budget does the requested amount represent? **15%**  
Please submit a budget sheet for FY2022 and FY2023 that shows detailed revenue and expenditures.

| Funding Source                             | 2024<br>Percent of<br>Planned Budget | 2023<br>Percent of<br>Total Budget | 2022<br>Percent of<br>Total Budget |
|--------------------------------------------|--------------------------------------|------------------------------------|------------------------------------|
| Cities of Ketchum, Sun Valley, and Stanley | 40%<br>(requested)                   | 44%                                | 50%                                |
| Blaine County                              | 18%<br>(requested)                   | 22%                                | 25%                                |
| Stanley Chamber of Commerce                | 18%<br>(requested)                   | 17%                                | 15%                                |
| IDSA & Private Donations                   | 24%<br>(confirmed)                   | 17%                                | 10%                                |
| TOTAL FUNDING                              | \$17,000                             | \$16,000                           | \$12,200                           |

3. How would your program or project be impacted if it did not receive funding from the City or if funding were reduced? (Expand the box as needed or submit separately.)

Reduced funding would make it more difficult to maintain IDSA's education and outreach efforts that help residents and visitors to enjoy the stunning night sky and understand the importance of preserving the naturally dark nighttime environment within the Reserve.

Leveraging additional funds from the other cities and counties within the Reserve would be more challenging without the leadership and continued support from Ketchum as a related Dark Sky Community.

4. If you received funds from the City in fiscal year 2023, please provide specific examples of how those funds were used to benefit the community. (Expand the box as needed or submit separately.)

- Additional Dark Sky signs were installed within the Reserve north of Ketchum and south of Stanley.
- The CISDR Astronomer in Residence provided two public programs in Ketchum at the Community Library in 2022.
- IDSA volunteers provided dark sky information at Solstice events in Ketchum in June and December and at other events and festivals in the area.
- Responded to email and website questions from local residents regarding dark sky efforts and light pollution concerns.
- Skyglow from the Boise area is visible from some locations within the Reserve. IDSA board members provided two outreach events in the Boise area and spoke with the Boise Mayor about the impacts of light pollution in the Treasure Valley. The goal is to create awareness about light pollution and to mitigate the impacts for residents who live in the Treasure Valley and within the Reserve.

5. If you receive funds from the City in fiscal year 2024, please provide specific goals set by your organization. (Expand the box as needed or submit separately.)

- IDSA will host two WRV-based Astronomers in Residence in 2023 who will provide programs in Ketchum and throughout the Reserve from mid-June to mid-August.
- Offer dark sky programs at the Community Library and other area libraries for area residents and visitors which will be presented by the Astronomers in Residence, BSU AstroTAC students, and local dark sky advocates.
- Work with the International Dark Sky Association (IDA) and UCLA's Institute of the Environment and Sustainability to improve the sky quality monitoring program. Protecting the quality of our night sky is critical in our efforts to reduce light pollution and to maintain designation requirements for both the Reserve and for Ketchum as a Dark Sky Community.
- Coordinate with Ketchum city staff to develop consistent protocols for both sky quality monitoring and lighting inventories as required by IDA.
- Continue outreach efforts in the Treasure Valley to encourage better lighting that will help protect the night sky there and within the Reserve.

## Overall benefits of the Central Idaho Dark Sky Reserve to the City of Ketchum and city residents

The Idaho Dark Sky Alliance works with a number of organizations throughout the reserve to educate residents about the importance of maintaining dark skies. The group also serves as a resource for Ketchum and other communities as they develop and implement dark sky policies.

The pristine dark skies we enjoy in the Reserve are a treasured resource for both local residents and visitors. A main goal for the CIDSR is to preserve our dark skies. Reducing artificial light at night benefits human health and wildlife populations, and reduces energy consumption. Dark Sky designation can also provide economic benefits to local businesses through increased tourism and specific benefits to businesses that provide dark sky related items.

The City of Ketchum has been involved with the Dark Sky planning discussions since the 1990s when the city passed a Dark Sky Lighting Ordinance. City staff were instrumental in the early planning effort to get CIDSR recognized as the first Dark Sky Reserve in the US.



|                                                                                     |
|-------------------------------------------------------------------------------------|
| <b>Agency Name:</b> Friends of the Sawtooth National Forest Avalanche Center (FSAC) |
| <b>Project Name:</b> Daily Forecast Sponsor                                         |
| <b>Contact Person:</b> Dawn Bird, FSAC Executive Director                           |
| <b>Address:</b> PO Box 2669, Ketchum ID, 83340                                      |
| <b>Email:</b> Avycenterfriends@gmail.com                                            |
| <b>Phone Number:</b> (208)220-3367                                                  |

Please provide the information requested below and return via email to [aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org) by end of day, **Friday, April 21, 2023**.

- City Council’s Budget Strategic Session will be on Monday, June 26, 2023 from 9-1pm (to be confirmed/agenda to follow)
- The public hearing will be on July 17, with the readings as follows:
  - 1<sup>st</sup> – August 7 | 2<sup>nd</sup> – August 21 | 3<sup>rd</sup> – September 5

Feel free to expand the text fields. Supporting documents or any additional information for consideration are welcome as attachments.

If any of the below items do not apply to your request, please indicate with N/A.

- 
1. Amount requested for fiscal year 2024: \$ 5,000
  2. What percentage of your overall budget does the requested amount represent? 2 %  
Please submit a budget sheet for FY2022 and FY2023 that shows detailed revenue and expenditures.
  3. How would your program or project be impacted if it did not receive funding from the City or if funding were reduced? (Expand the box as needed or submit separately.)

The Friends of the Sawtooth Avalanche Center (FSAC) and Sawtooth Avalanche Center (SAC) hold a shared mission to save lives by reducing avalanche risk to people recreating, working and traveling on and around the Sawtooth National Forest. Avalanches are responsible for more deaths than any other natural hazard on federally owned lands (USFS, BLM), and as was witnessed this past winter of ‘22-23, the city itself falls prey to the destruction of avalanches. SAC’s daily avalanche forecasts are a critical tool for sharing avalanche and weather information with the local and tourist winter recreation community and with our professional and business community, including Blaine County Search & Rescue, law enforcement and fire departments, snow removal and landscape services, backcountry guiding groups, and backcountry gear retailers.

Our local avalanche center truly is a community effort and our most important resource to help our mountain community remain safe during the winter months. A reduction in funding could severely impact our ability to meet our mission.

4. If you received funds from the City in fiscal year 2023, please provide specific examples of how those funds were used to benefit the community. (Expand the box as needed or submit separately.)

Yes, FSAC was a grateful recipient of funds from the City of Ketchum in the FY 2023. These funds helped sponsor the SAC daily avalanche forecast. This has been a wonderful relationship between the City and FSAC for many, many years.

As a small expression of gratitude, we showcase The City of Ketchum as a dedicated sponsor on the FSAC website. <https://friends.sawtoothavalanche.com/sponsors/>

5. If you receive funds from the City in fiscal year 2024, please provide specific goals set by your organization. (Expand the box as needed or submit separately.)

FSAC's primary goal and responsibility is to provide funding for SAC so it may continue to provide reliable, accurate, and actionable avalanche and weather information to the public. The Daily Avalanche Forecast is our most important resource for sharing critical information with the public in order to save lives. Funds collected from the City will be used to ensure this goal is met through supporting the daily costs of producing the avalanche forecast, which can include: website maintenance, weather station upkeep, forecaster safety and training tools, and social media outreach to reach more community members with this life-saving information.

**FSAC Projected FY2023-24 Budget: 07/1/23 - 06/30/24**

| <b>INCOME</b>                    | <b>FY 2020-21 Actuals</b> | <b>FY 2021-22 Actuals</b> | <b>FY 2022-23</b> | <b>FY 2023-24 Projected</b>   | <b>% change FY22 - FY23</b> | <b>% change FY20 - FY21</b> | <b>Notes</b>                                                                                    |
|----------------------------------|---------------------------|---------------------------|-------------------|-------------------------------|-----------------------------|-----------------------------|-------------------------------------------------------------------------------------------------|
| <b>Fundraising Income</b>        |                           |                           |                   |                               |                             |                             |                                                                                                 |
| Donation and Memberships         | \$111,316                 | \$93,032                  | \$110,500         | \$143,650                     | 19%                         |                             |                                                                                                 |
| Restricted Funds                 | \$86,700                  | \$85,000                  | \$70,000          | \$40,000                      | -18%                        |                             |                                                                                                 |
| Grants and Business Sponsors     | \$35,500                  | \$41,740                  | \$61,000          | \$85,400                      | 46%                         |                             |                                                                                                 |
| <b>Fundraising Total</b>         | <b>\$233,516</b>          | <b>\$219,772</b>          | <b>\$241,500</b>  | <b>\$269,050</b>              | <b>10%</b>                  |                             |                                                                                                 |
| <b>Restricted Funds Rollover</b> |                           |                           |                   |                               |                             |                             |                                                                                                 |
| Restricted Funds Rollover        | \$0                       | \$0                       | \$26,783          | Still calculating as of April |                             |                             | Restricted Funds Rollover is not added into Income Total due to being counted in previous years |
| <b>OTHER INCOME</b>              |                           |                           |                   |                               |                             |                             |                                                                                                 |
| Special Event Income             | \$10,293                  | \$19,224                  | \$17,000          | \$20,000                      | -12%                        |                             |                                                                                                 |
| Sales of FSAC Merch              | \$1,102                   | \$6,990                   | \$13,400          | \$14,000                      | 92%                         |                             |                                                                                                 |
| Education Program Income         | \$7,151                   | \$2,539                   | \$3,400           | \$4,000                       | 34%                         |                             |                                                                                                 |
| <b>Income Total</b>              | <b>\$252,062</b>          | <b>\$248,525</b>          | <b>\$275,300</b>  | <b>\$307,050</b>              | <b>11%</b>                  |                             |                                                                                                 |
| <b>COGS</b>                      |                           |                           |                   |                               |                             |                             |                                                                                                 |
| Special Events                   | \$5,094                   | \$10,104                  | \$12,500          | \$14,000                      | 24%                         |                             |                                                                                                 |
| Merchandise                      | \$8,892                   | \$7,274                   | \$10,000          | \$10,000                      | 37%                         |                             |                                                                                                 |
| Education Program                | \$14,098                  | \$19,476                  | \$18,400          | \$20,240                      | -6%                         |                             |                                                                                                 |
| <b>Total COGS</b>                | <b>\$28,084</b>           | <b>\$36,854</b>           | <b>\$40,900</b>   | <b>\$44,240</b>               | <b>11%</b>                  |                             |                                                                                                 |
| <b>Gross Profit</b>              | <b>\$223,978</b>          | <b>\$211,671</b>          | <b>\$234,400</b>  | <b>\$262,810</b>              | <b>11%</b>                  | <b>-5%</b>                  |                                                                                                 |
| <b>PROGRAM EXPENSES</b>          |                           |                           |                   |                               |                             |                             |                                                                                                 |
| General Operations Expenses      | \$8,466                   | \$9,811                   | \$11,326          | \$22,000                      | 15%                         |                             |                                                                                                 |
| Payroll Expenses                 | \$37,729                  | \$52,444                  | \$71,600          | \$116,500                     | 37%                         |                             |                                                                                                 |
| Marketing Expenses               | \$1,855                   | \$13,030                  | \$5,300           | \$5,700                       | -59%                        |                             | Social Media Coordinator added to wages instead of marketing                                    |
| <b>Total FSAC Expense</b>        | <b>\$48,050</b>           | <b>\$75,286</b>           | <b>\$88,226</b>   | <b>\$144,200</b>              | <b>17%</b>                  |                             |                                                                                                 |
| <b>SAC EXPENSES</b>              |                           |                           |                   |                               |                             |                             |                                                                                                 |
| SAC General Expenses             | \$19,026                  | \$19,429                  | \$40,200          | \$55,000                      | 107%                        |                             |                                                                                                 |
| USFS Collection Agreements       | \$82,244                  | \$147,200                 | \$73,300          | \$62,000                      | -50%                        |                             |                                                                                                 |
| <b>Total SAC Expense</b>         | <b>\$101,270</b>          | <b>\$166,629</b>          | <b>\$113,500</b>  | <b>\$117,000</b>              | <b>-32%</b>                 |                             |                                                                                                 |
| <b>Total Expense</b>             | <b>\$149,320</b>          | <b>\$241,914</b>          | <b>\$201,726</b>  | <b>\$261,200</b>              | <b>-17%</b>                 | <b>62%</b>                  |                                                                                                 |
| <b>GROSS PROFIT</b>              | <b>\$223,978</b>          | <b>\$211,671</b>          | <b>\$234,400</b>  | <b>\$262,810</b>              | <b>11%</b>                  |                             |                                                                                                 |
| <b>TOTAL EXPENSE</b>             | <b>\$149,320</b>          | <b>\$241,914</b>          | <b>\$201,726</b>  | <b>\$261,200</b>              | <b>-17%</b>                 | <b>62%</b>                  |                                                                                                 |
| <b>NET INCOME</b>                | <b>\$74,659</b>           | <b>-\$30,244</b>          | <b>\$32,674</b>   | <b>\$1,610</b>                |                             |                             |                                                                                                 |



City of Ketchum

|                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Agency Name:</b> Animal Shelter of the Wood River Valley DBA Mountain Humane                                                                                                                |
| <b>Project Name:</b> Annual Municipal Animal Impoundment Services                                                                                                                              |
| <b>Contact Person:</b> Kelly Mitchell, Senior Director of Shelter Operations & Outreach                                                                                                        |
| <b>Address:</b> 101 Croy Creek Road, PO Box 1496, Hailey, ID 83333                                                                                                                             |
| <b>Email:</b> <a href="mailto:KMitchell@mountainhumane.org">KMitchell@mountainhumane.org</a> (general) or <a href="mailto:finance@mountainhumane.org">finance@mountainhumane.org</a> (billing) |
| <b>Phone Number:</b> (208) 788-4351 x102 (general) or (208) 788-4351 x209 (billing)                                                                                                            |

Please provide the information requested below and return via email to [aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org) by end of day, **Friday, April 21, 2023**.

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- The public hearing will be on July 17, with the readings as follows:
  - 1<sup>st</sup> – August 7 | 2<sup>nd</sup> – August 21 | 3<sup>rd</sup> – September 5

Feel free to expand the text fields. Supporting documents or any additional information for consideration are welcome as attachments. If any of the below items do not apply to your request, please indicate with N/A.

1. Amount requested for fiscal year 2024: **\$ 4,078.00**
2. What percentage of your overall budget does the requested amount represent? \_\_\_\_\_ %  
Please submit a budget sheet for FY2022 and FY2023 that shows detailed revenue and expenditures.
3. How would your program or project be impacted if it did not receive funding from the City or if funding were reduced? (Expand the box as needed or submit separately.)

**See Attachment**



4. If you received funds from the City in fiscal year 2023, please provide specific examples of how those funds were used to benefit the community. (Expand the box as needed or submit separately.)

The \$4,500 received in FY 2023 were used to provide comprehensive animal impound services, as described in question 3.

5. If you receive funds from the City in fiscal year 2024, please provide specific goals set by your organization. (Expand the box as needed or submit separately.)

As stated in question 3, the requested funds would provide animal impound services for the City of Ketchum, in line with local ordinances and statutes. In addition, Mountain Humane is prioritizing its animal microchip program, which will effectively reduce the number of impounded animals at Mountain Humane and expedite the reunification process between people and their animals. Further, this methodology, as outlined in our contract renewal letter, will reduce the time our public safety officers spend transporting impounded animals to our facility in Hailey. In support of this goal, Mountain Humane is offering free microchipping for any Ketchum resident. Residents may call and schedule an appointment for this service. The organization also anticipates having several vaccine clinics in CYs 2023 and 2024.

### Question #3

Mountain Humane remains committed to providing the City of Ketchum with high quality and cost effective animal impound and licensing services. The funds received from the City are used to offset the cost of providing the following services:

- A dedicated staff member for answering intake inquiries
- Scanning and follow up related to pet/owner identification
- Processing paperwork and data entry
- A 24-hour security entrance to dedicated impound areas
- Providing dedicated housing to keep these pets separated from the shelter population
- Performing a medical evaluation to ensure the pet doesn't require any further medical attention
- Ensuring the pet is up to date on its rabies and other vaccinations
- Walking the pet multiple times per day and feeding/general care of the pet
- Marketing efforts to return the pet to its owner via our lost and found outlets

This amount does not include costs related to services provided to animals that are not reclaimed by their owner, as well as services provided for animals who are reclaimed after more than 24 hours. In addition to impound services, the contract includes providing services associated with the implementation, management, distribution, and data tracking for the Blaine County dog license program.

The funding proposal for FY 2024 represents a **9.4 percent DECREASE** from FY 2023. This is due to implementing documented best practices in CY 2023, which will include:

- Focusing on microchipping community animals so that our public safety personnel may reunite animals with their owners more quickly. This methodology has been proven to be best practice in communities across the country and will improve community relations and decrease the number of animals impounded each year, and
- Requesting a 3-day holding period to replace the current 7-day holding period for stray impounds. This is a result of historical data reflecting that animals are returned to owners (RTO) typically within the first 24 hours. Those not reclaimed within 24 hours are typically never reclaimed.

If funding were reduced or eliminated, Mountain Humane would struggle to provide these comprehensive services to the City and its residents.

# Mountain Humane

## Budget Overview

January - December 2022

|                                            | MOUNTAIN HUMANE       | THE BARKIN'         | TOTAL                 |
|--------------------------------------------|-----------------------|---------------------|-----------------------|
| <b>Income</b>                              |                       |                     |                       |
| 4000 Revenue from Direct Contributions     | 1,044,648.00          | 7,400.00            | \$1,052,048.00        |
| 4200 Revenue from Non-Government Grants    | 170,000.00            |                     | \$170,000.00          |
| 5000 Revenue from Government Agencies      | 62,700.00             |                     | \$62,700.00           |
| 5100 Rev from Program Related Sales & Fees | 150,000.00            |                     | \$150,000.00          |
| 5300 Revenue from Investments              | 264.96                |                     | \$264.96              |
| 5400 Revenue from Other Sources            | 45,675.04             | 400,000.00          | \$445,675.04          |
| 5800 Special Events                        | 1,000,000.00          |                     | \$1,000,000.00        |
| <b>Total Income</b>                        | <b>\$2,473,288.00</b> | <b>\$407,400.00</b> | <b>\$2,880,688.00</b> |
| <b>Cost of Goods Sold</b>                  |                       |                     |                       |
| 5700 COGS                                  | 11,225.00             | 1,200.00            | \$12,425.00           |
| 5850 Special events - direct costs         | 65,294.00             |                     | \$65,294.00           |
| <b>Total Cost of Goods Sold</b>            | <b>\$76,519.00</b>    | <b>\$1,200.00</b>   | <b>\$77,719.00</b>    |
| <b>GROSS PROFIT</b>                        | <b>\$2,396,769.00</b> | <b>\$406,200.00</b> | <b>\$2,802,969.00</b> |
| <b>Expenses</b>                            |                       |                     |                       |
| 7200 Salaries & Related Expenses           | 1,807,154.00          | 234,797.00          | \$2,041,951.00        |
| 7500 Contract Services Expenses            | 67,410.00             | 1,750.00            | \$69,160.00           |
| 7600 Media, Marketing & Communications     | 122,299.00            | 5,460.00            | \$127,759.00          |
| 8100 Nonpersonnel expenses                 | 61,128.00             | 4,595.00            | \$65,723.00           |
| 8200 Facility & equipment expenses         | 154,633.00            | 20,753.00           | \$175,386.00          |
| 8300 Travel & Meeting expense              | 6,520.00              | 750.00              | \$7,270.00            |
| 8400 Animal specific expenses              | 224,238.00            |                     | \$224,238.00          |
| 8500 Other expenses                        | 228,834.00            | 12,483.00           | \$241,317.00          |
| <b>Total Expenses</b>                      | <b>\$2,672,216.00</b> | <b>\$280,588.00</b> | <b>\$2,952,804.00</b> |
| <b>NET OPERATING INCOME</b>                | <b>\$ -275,447.00</b> | <b>\$125,612.00</b> | <b>\$ -149,835.00</b> |
| <b>NET INCOME</b>                          | <b>\$ -275,447.00</b> | <b>\$125,612.00</b> | <b>\$ -149,835.00</b> |

# Mountain Humane

## Budget Overview

January - December 2023

|                                            | MOUNTAIN HUMANE       | THE BARKIN'         | TOTAL                 |
|--------------------------------------------|-----------------------|---------------------|-----------------------|
| <b>Income</b>                              |                       |                     |                       |
| 4000 Revenue from Direct Contributions     | 1,215,621.81          | 8,867.80            | \$1,224,489.61        |
| 4200 Revenue from Non-Government Grants    | 275,000.00            |                     | \$275,000.00          |
| 5000 Revenue from Government Agencies      | 77,977.48             |                     | \$77,977.48           |
| 5100 Rev from Program Related Sales & Fees | 197,000.00            |                     | \$197,000.00          |
| 5300 Revenue from Investments              | 30,468.95             |                     | \$30,468.95           |
| 5400 Revenue from Other Sources            | 39,872.25             | 439,000.00          | \$478,872.25          |
| 5800 Special Events                        | 900,000.00            |                     | \$900,000.00          |
| <b>Total Income</b>                        | <b>\$2,735,940.49</b> | <b>\$447,867.80</b> | <b>\$3,183,808.29</b> |
| <b>Cost of Goods Sold</b>                  |                       |                     |                       |
| 5700 COGS                                  | 10,725.00             | 1,200.00            | \$11,925.00           |
| 5850 Special events - direct costs         | 65,294.00             |                     | \$65,294.00           |
| <b>Total Cost of Goods Sold</b>            | <b>\$76,019.00</b>    | <b>\$1,200.00</b>   | <b>\$77,219.00</b>    |
| <b>GROSS PROFIT</b>                        | <b>\$2,659,921.49</b> | <b>\$446,667.80</b> | <b>\$3,106,589.29</b> |
| <b>Expenses</b>                            |                       |                     |                       |
| 7200 Salaries & Related Expenses           | 1,927,306.39          | 291,545.15          | \$2,218,851.54        |
| 7500 Contract Services Expenses            | 56,210.00             | 1,550.00            | \$57,760.00           |
| 7600 Media, Marketing & Communications     | 170,502.50            | 3,860.00            | \$174,362.50          |
| 8100 Nonpersonnel expenses                 | 63,201.44             | 6,345.00            | \$69,546.44           |
| 8200 Facility & equipment expenses         | 172,218.00            | 17,253.00           | \$189,471.00          |
| 8300 Travel & Meeting expense              | 12,970.00             | 750.00              | \$13,720.00           |
| 8400 Animal specific expenses              | 207,028.00            |                     | \$207,028.00          |
| 8500 Other expenses                        | 155,564.51            | 13,497.61           | \$169,062.12          |
| <b>Total Expenses</b>                      | <b>\$2,765,000.84</b> | <b>\$334,800.76</b> | <b>\$3,099,801.60</b> |
| <b>NET OPERATING INCOME</b>                | <b>\$ -105,079.35</b> | <b>\$111,867.04</b> | <b>\$6,787.69</b>     |
| <b>NET INCOME</b>                          | <b>\$ -105,079.35</b> | <b>\$111,867.04</b> | <b>\$6,787.69</b>     |



City of Ketchum

|                                                                 |
|-----------------------------------------------------------------|
| <b>Agency Name:</b> Mountain Rides Transportation Authority     |
| <b>Project Name:</b> Public Transportation Operations & Capital |
| <b>Contact Person:</b> Wally Morgus, Executive Director         |
| <b>Address:</b> POB 3091, Ketchum, ID 83340-3091                |
| <b>Email:</b> wally@mountainrides.org                           |
| <b>Phone Number:</b> 208.788.7433 x.101                         |

Please provide the information requested below and return via email to [aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org) by end of day, **Friday, April 21, 2023.**

- City Council’s Budget Strategic Session will be on Monday, June 26, 2023 from 9:00a – 1:00p
- The public hearing will be on July 17, with the readings as follows:
  - 1<sup>st</sup> – August 7 | 2<sup>nd</sup> – August 21 | 3<sup>rd</sup> – September 5

Feel free to expand the text fields. Supporting documents or any additional information for consideration are welcome as attachments. If any of the below items do not apply to your request, please indicate with N/A.

1. Amount requested for fiscal year 2024: \$ 796,000
2. What percentage of your overall budget does the requested amount represent? 6.8 %  
Please submit a budget sheet for FY2022 and FY2023 – *Attachment A* – that shows detailed revenue and expenditures.
3. How would your program or project be impacted if it did not receive funding from the City or if funding were reduced? (Expand the box as needed or submit separately.)

To qualify for FTA funding, which underwrites the lion's share of our budget, Mountain Rides must receive local match funds. There is a direct relationship – intensified by the leverage from the Federal match – between funding from our Joint Powers, including Ketchum, and the quality and quantity of public transportation services we deliver. In Operations, with ~\$2.75 of FTA funding per \$1.00 of local funding, each \$100,000 of local funding results in ~\$375,000 of total funding, which translates to ~3,600 hours of bus service. On the Capital side, the match is ~\$4.00 of Federal funding per \$1.00 of local funding.

Mountain Rides deploys resources efficiently to deliver quality services critical to the community. Reduced funding from Ketchum would likely trigger service cuts on our Blue & Valley Routes – serving ~500,000 riders per year (~75% of MRTA ridership) – which, in turn, would exacerbate challenges – traffic congestion; parking shortages; accelerated wear-and-tear on highways/streets; safety and environmental issues due to increased SOV trips – that Mountain Rides, historically, has helped to mitigate.

For FY24, Mountain Rides is requesting \$796,000 (+3.5% over FY23) from Ketchum: i) for Operations/Service -- \$631,000 -- which is slightly higher than the FY23 funding for Operations and reflects marginal increases in service in FY24 plus inflationary impacts on Mountain Rides’ expenses; and ii) for Capital -- \$165,000 -- which is explicitly allocated as part of the local match for Federal awards earmarked for Capital Improvements, including buses (LD BEBs) (2), vanpool vans (4), Paratransit/NEMT vans (2), and equipment (lifts, hoists, charging infrastructure).

4. If you received funds from the City in fiscal year 2023, please provide specific examples of how those funds were used to benefit the community. (Expand the box as needed or submit separately.)

In FY23, Mountain Rides is using City funds to: i) operate and support our Valley & Blue Routes, including enhanced, more frequent, seven-day service on the Valley Route and continuing late-night service – daily until 12:30am year-round – on the Blue Route; ii) underwrite a portion of the expense for operating ~36,000 hours of service system-wide; iii) manage and operate an ADA Paratransit/NEMT Service; iv) augment grant funding to support, manage, and operate a Safe Routes to School Program; v) engage in regional transportation planning and coordination; and vi) operate and support our regional commuter van pool services bringing workers into the Wood River Valley from points south. Benefits to the community include:

- Workers accessing affordable, reliable, safe transportation getting them to/from jobs.
- Senior citizens and others accessing zero-fare, reliable, safe transportation – ADA Paratransit & NEMT services – getting them to/from health care services, shopping, and activities.
- Cyclists and pedestrians, including children, moving along safe, secure, and scenic routes.
- Visitors – the lifeblood of our economy – connecting from their local lodgings to recreational, cultural, and entertainment venues and activities.
- Less traffic; more balanced transportation options; mitigated parking shortages; higher quality of life.

5. If you receive funds from the City in fiscal year 2024, please provide specific goals set by your organization. (Expand the box as needed or submit separately.)

Mountain Rides goals, set by our Board of Directors, remain consistent and relevant:

- Provide/advocate for well-funded public transportation that meets communities' needs.
- Promote knowledge and awareness of the social, financial, environmental, and community benefits of public transportation.
- Promote regional cooperation on transportation issues.

Specifically, in FY 2024, look for Mountain Rides to:

- Operate 33,000+ hours of annual service on routes serving the City.
- Provide quality transportation services and infrastructure that underpin and promote economic growth, vitality, and livability.
- Provide critical transportation services to transit-dependent essential workers who buttress our local economy.
- Positively impact the local economy, with ~45 employees earning – and spending – ~\$2.6MM in annual wages and benefits.
- Bring two (2) light-duty electric buses (LD BEBs) and related charging infrastructure into our operations (total investment, ~\$800K), which will bring our total BEBs to thirteen (13) in a fleet of twenty-four (24) buses.
- Build, occupy, and put in-service a ~5,400SF state-of-the-art battery electric bus depot and maintenance facility, including charging infrastructure, on Mountain Rides' Bellevue campus.

For a comprehensive look at Mountain Rides' goals, please see Attachment B, "Mountain Rides Transportation Authority Strategic Framework: Pentad of Focus."

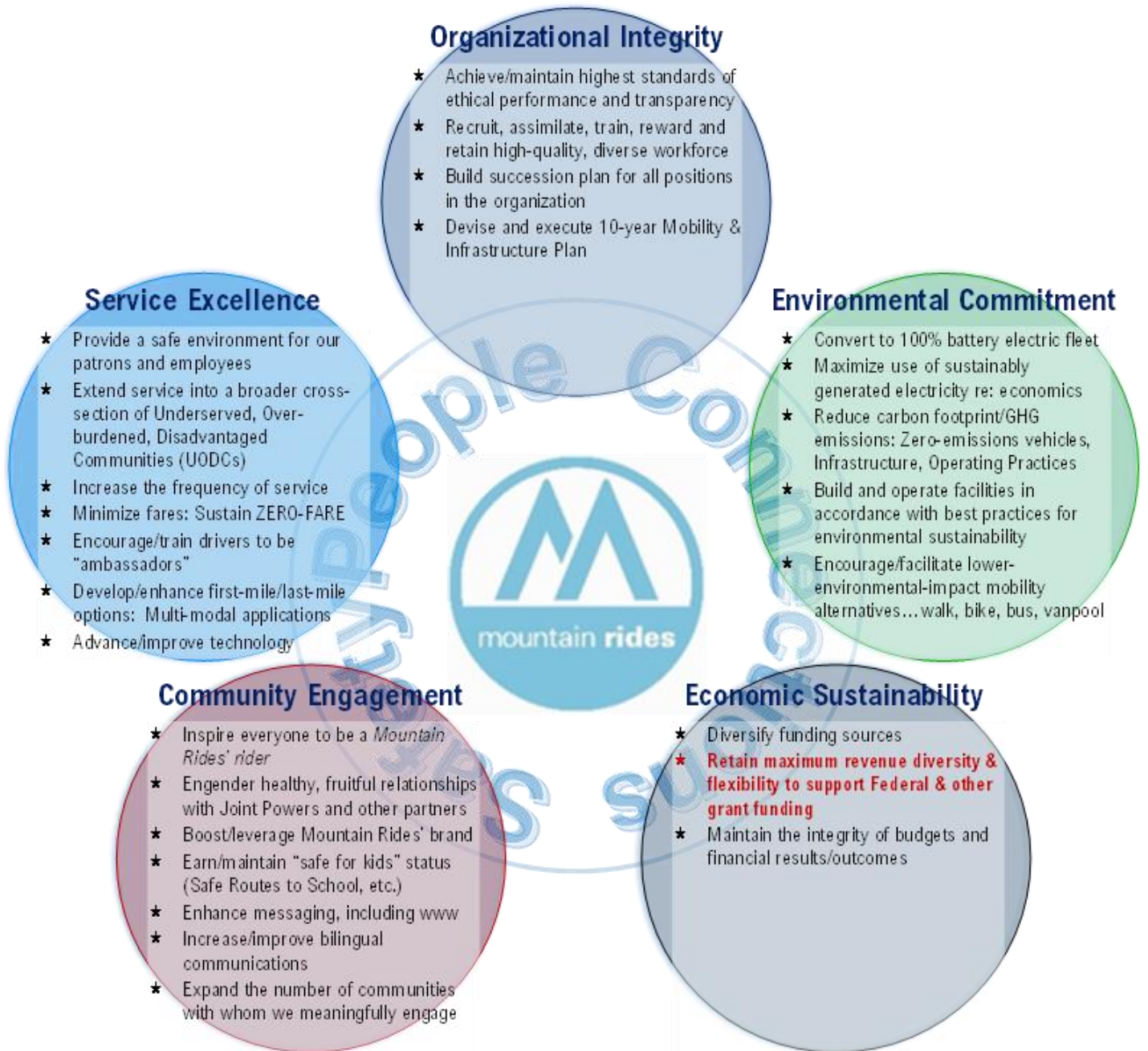
**Attachment A**

| <b>BUDGET SHEET: MOUNTAIN RIDES</b> |                      |                      |
|-------------------------------------|----------------------|----------------------|
| <b>REVENUE</b>                      | <b>FY 2022</b>       | <b>FY 2023</b>       |
| Operations Fund                     | \$ 3,636,400         | \$ 4,188,300         |
| Cap. Eqpt. Fund                     | 6,744,800            | 6,780,800            |
| Facilities Fund                     | 1,140,500            | 3,080,300            |
| WFH Fund                            | 54,200               | 65,200               |
| <b>Total Revenue</b>                | <b>\$ 11,575,900</b> | <b>\$ 14,114,600</b> |
| <b>EXPENSE</b>                      | <b>FY 2022</b>       | <b>FY 2023</b>       |
| Operations Fund                     | \$ 3,636,400         | \$ 4,188,300         |
| Cap. Eqpt. Fund                     | 6,677,000            | 6,627,000            |
| Facilities Fund                     | 1,081,400            | 2,999,500            |
| WFH Fund                            | 33,200               | 33,200               |
| <b>Total Expense</b>                | <b>\$ 11,428,000</b> | <b>\$ 13,848,000</b> |
| <b>FY CARRYFWD.</b>                 | <b>\$ 147,900</b>    | <b>\$ 266,600</b>    |

**Attachment B**

**Mountain Rides Transportation Authority  
Strategic Framework: Pentad of Focus  
2022 - 2026**

*...it's the journey that matters*







|                                                                                    |
|------------------------------------------------------------------------------------|
| <b>Agency Name:</b> Mountain Rides Transportation Authority                        |
| <b>Project Name:</b> Public Transportation FY2024 Capital Project - Infrastructure |
| <b>Contact Person:</b> Wally Morgus, Executive Director                            |
| <b>Address:</b> POB 3091, Ketchum, ID 83340-3091                                   |
| <b>Email:</b> wally@mountainrides.org                                              |
| <b>Phone Number:</b> 208.788.7433 x.101                                            |

Please provide the information requested below and return via email to [aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org) by end of day, **Friday, April 21, 2023.**

- City Council’s Budget Strategic Session will be on Monday, June 26, 2023 from 9:00a – 1:00p
- The public hearing will be on July 17, with the readings as follows:
  - 1<sup>st</sup> – August 7 | 2<sup>nd</sup> – August 21 | 3<sup>rd</sup> – September 5

Feel free to expand the text fields. Supporting documents or any additional information for consideration are welcome as attachments. If any of the below items do not apply to your request, please indicate with N/A.

1. Amount requested for fiscal year 2024: \$ 600,000
2. What percentage of your overall budget does the requested amount represent? 9.9 % of the project budget; ~5.1 % of Mountain Rides’ overall budget.  
Please submit a budget sheet for FY2022 and FY2023 – Attachment A – that shows detailed revenue and expenditures.
3. How would your program or project be impacted if it did not receive funding from the City or if funding were reduced? (Expand the box as needed or submit separately.)

To qualify for FTA funding, which underwrites the lion's share (80%) of the budget for the capital project – construction of a new Battery Electric Bus (BEB) Depot & Maintenance Facility – Mountain Rides must receive local match funds. There is a direct relationship – intensified by the leverage from the Federal match – between funding from our Joint Powers, including Ketchum, and the viability of building the project as specified, and endorsed and underwritten (to 80%) by the FTA. The match is ~\$4.00 of Federal funding per \$1.00 of local funding.

Mountain Rides deploys resources efficiently to deliver quality projects and services critical to the community. Reduced funding from Ketchum for this project would likely cause, in the best case, a delay in commencing the project until alternative local match funding to make up the shortfall from Ketchum could be secured, or, in the worst case, if alternative local match funding could not be secured, abandonment of the project and its accompanying \$4.8M of Federal grant award funding to be invested in the community, in the process leaving Mountain Rides and the community critically underinvested in the infrastructure needed to carry out its strategic transition to a 100% battery electric, zero emissions fleet.

For FY24, Mountain Rides is requesting \$600,000 from Ketchum, which will be combined with \$609,250 from our other Joint Powers Partners. The total Joint Powers’ funding of \$1,209,250 will be used as the local match for the Federal award of \$4,837,000 for underwriting the project – total project: \$6,046,250.

4. If you received funds from the City in fiscal year 2023, please provide specific examples of how those funds were used to benefit the community. (Expand the box as needed or submit separately.)

In FY23, Mountain Rides is using City funds to: i) operate and support our Valley & Blue Routes, including enhanced, more frequent, seven-day service on the Valley Route and continuing late-night service – daily until 12:30am year-round – on the Blue Route; ii) underwrite a portion of the overall expense for operating ~36,000 hours of service system-wide; iii) manage and operate an ADA Paratransit Service; iv) augment grant funding to support, manage, and operate a Safe Routes to School Program; v) engage in regional transportation planning and coordination; and vi) operate and support our regional van pool services bringing workers into the Wood River Valley from points south. Benefits to the community include:

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- Cyclists and pedestrians, including children, moving along safe, secure, and scenic routes.
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Mountain Rides goals, set by our Board of Directors, remain consistent and relevant:

- Provide/advocate for well-funded public transportation that meets communities' needs.
- Promote knowledge and awareness of the social, financial, environmental, and community benefits of public transportation.
- Promote regional cooperation on transportation issues.

For a comprehensive look at Mountain Rides' goals, please see Attachment B, "Mountain Rides' Strategic Framework: Pentad of Focus."

With respect to the funds requested herein, in FY 2024, Mountain Rides will combine those funds with other Local and Federal funds and use the total funding to underwrite the construction and equipping of an approximately 5,400SF building (depot; maintenance; electric bus storage & charging; supplemental/back-up electricity generation) on real estate owned by Mountain Rides that is contiguous with Mountain Rides' existing facility in Bellevue, Idaho. The new facility will be put in service as part of and supporting Mountain Rides' 5311 Rural Operations in the Wood River Valley.

For a comprehensive, detailed description of and context for the project, please see Attachment C, "Mountain Rides Transportation Authority - FFY 2024 5339 Rural One-Time Capital Application," excerpted from Mountain Rides' Federal Grant Application, submitted through ITD, for the project.

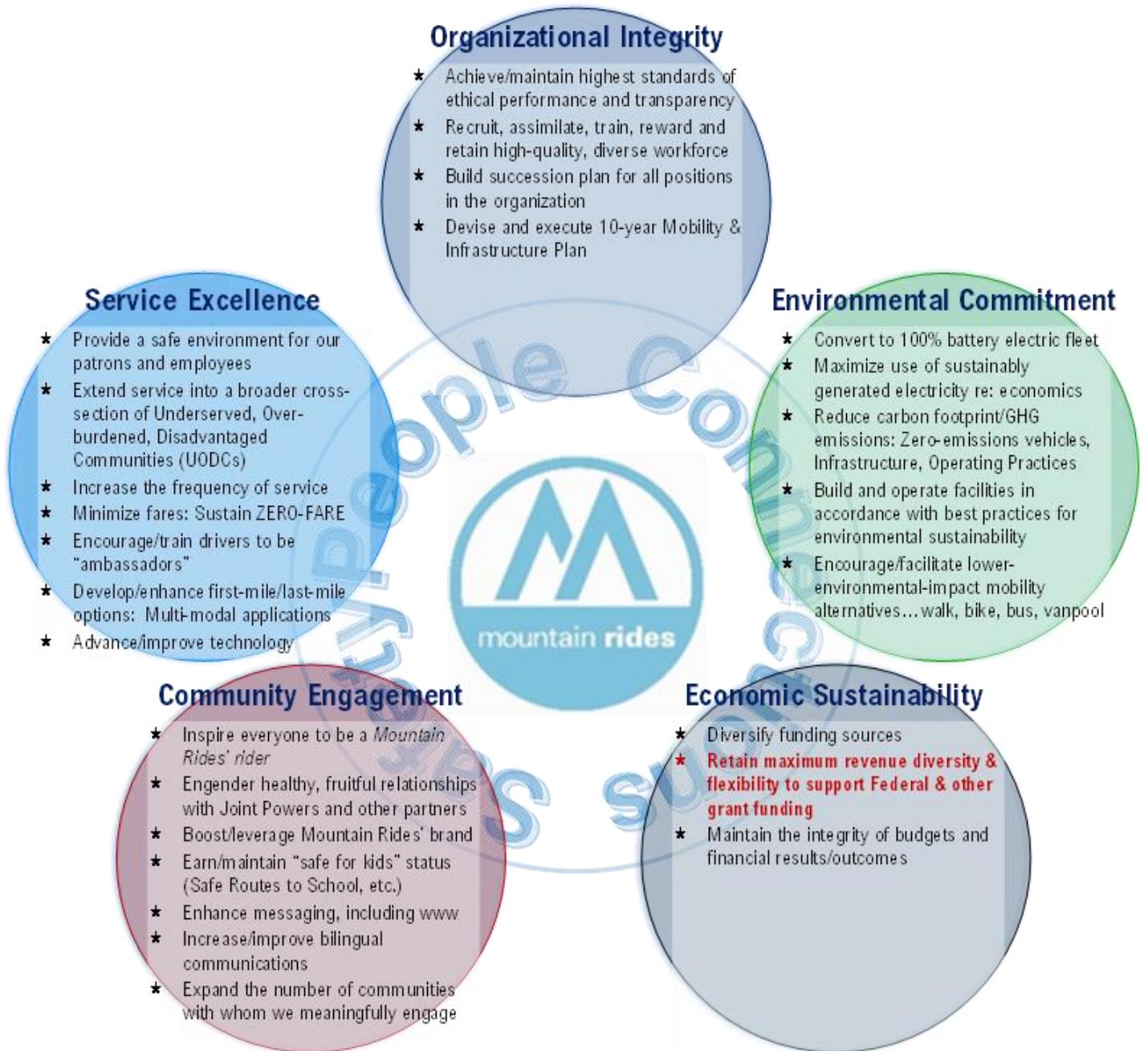
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| Facilities Fund                     | 1,140,500            | 3,080,300            |
| WFH Fund                            | 54,200               | 65,200               |
| <b>Total Revenue</b>                | <b>\$ 11,575,900</b> | <b>\$ 14,114,600</b> |
| <b>EXPENSE</b>                      | <b>FY 2022</b>       | <b>FY 2023</b>       |
| Operations Fund                     | \$ 3,636,400         | \$ 4,188,300         |
| Cap. Eqpt. Fund                     | 6,677,000            | 6,627,000            |
| Facilities Fund                     | 1,081,400            | 2,999,500            |
| WFH Fund                            | 33,200               | 33,200               |
| <b>Total Expense</b>                | <b>\$ 11,428,000</b> | <b>\$ 13,848,000</b> |
| <b>FY CARRYFWD.</b>                 | <b>\$ 147,900</b>    | <b>\$ 266,600</b>    |

Attachment B

Mountain Rides Transportation Authority  
Strategic Framework: Pentad of Focus  
2022 - 2026

...it's the journey that matters



# Mountain Rides Transportation Authority



## FFY 2024 5339 Rural One-Time Capital Application

Funding for Oct 1, 2023 – Sep 30, 2025

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IDAHO TRANSPORTATION DEPARTMENT  
PUBLIC TRANSPORTATION OFFICE

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# Mountain Rides Transportation Authority

## FFY 2024 5339 Rural One-Time Capital Application

Funding for Oct 1, 2023 – Sep 30, 2025

### **APPLICATION SUBMITTAL & CHECKLIST**

- ★ **Cover Sheet/Letter**
- ★ **Agency Information Sheet**
- ★ **Sections 1-5 (+ 6, 7)**
- ★ **Attachments**
  - ◆ **Attachment A: Project Budget Request**
  - ◆ **Attachment B: Milestones & Timeline**
  - ◆ **Attachment C: NEPA, Sole Source Aquifer Checklist, ++**
  - ◆ **Attachment D: Demonstration of Need**
- ★ **Appendices – Support Documentation**
  - ◆ **Appendix A**
    - **Letters of Support from Joint Powers**
    - **Presentations to Joint Powers**
    - **Budget Requests of Joint Powers**
  - ◆ **Appendix B**
    - **MRTA Organizational Chart**
    - **MRTA FY22 Audited Financial Statements**
    - **MRTA FY23 Contract(s) for Services (Joint Powers & Sun Valley Co.)**
    - **MRTA Joint Powers Agreement**
    - **Dec-2022 Statements – LGIP Funds (Source of Local Match Funding)**
  - ◆ **Appendix C**
    - **Development Pro Forma (Budget)**
  - ◆ **Appendix D**
    - **Architect's Narrative and Plans**
  - ◆ **Appendix E**
    - **MRTA's FTA Section 5311 Formula Grant Application**



Mountain Rides Transportation Authority  
 P.O. Box 3091  
 800 1<sup>st</sup> Avenue North  
 Ketchum, Idaho 83340

**To:** Grants Evaluation Team  
 Idaho Transportation Department – Public Transportation

**From:** Wallace E. Morgus, Executive Director *Wallace Morgus*  
 Mountain Rides Transportation Authority

**Date:** January 12, 2023

**Re:** FFY 2024 5339 Rural One-Time Capital Application for Funding of \$3,497,000

Enclosed please find Mountain Rides Transportation Authority’s (“Mountain Rides” or “MRTA”) Application for FY 2024 5339 Rural One-Time Capital Funding. The enclosed package includes: i) a response to the questions laid out in each section of the application; ii) completed Attachments A (Budget), B (Milestones), C (NEPA), and D (Demonstration of Need); and iii) five appendices containing support materials recommended as part of the application.

**For the two-year grant cycle – October 1, 2023, to September 30, 2025 – Mountain Rides is seeking \$3,497,000 of 5339 One-Time funding, which will be matched by \$874,250 of local funding.**

The total funding - \$4,371,250 – will be combined with the total funding of \$1,675,000 (\$1,340,000 Federal; \$335,000 Local Match) committed via ITD Funding Agreement #C2379MT and, collectively, the funding will underwrite Mountain Rides’ construction and equipping of an expanded and upgraded facility – depot, maintenance, electric bus storage and charging, supplemental/back-up electricity generation – that serves as critical infrastructure underpinning our transition to and assimilation of a 100% electric fleet, and supporting our operation of 5311 Service in rural Blaine County, Idaho, and surrounding communities.

**The funding sought by this 5339 Rural One-Time Capital Application will be used to underwrite enhancements to and an expansion of the already funded Project, summarized above, including:**

- ♦ **Optimizing the new facility's footprint on the Bellevue parcel (by extending the expansion to ~5,400SF), thereby affording indoor storage, maintenance, and charging for a greater number of electric buses;**
- ♦ **Adding advanced door-lock and security systems to the facility;**
- ♦ **Adding state-of-the-art electric bus charging technology, charge management systems, and infrastructure as features of the project;**
- ♦ **Adding advanced bus washing infrastructure to the expanded facility; and**
- ♦ **Absorbing overall construction cost increases resulting from inflationary pressures and local market dynamics subsequent to our Q4-2021 submission of the grant application that garnered the \$1.34M per ITD Funding Agreement #C2379MT mentioned above.**

If you have any comments or questions, please feel free to reach out.  
 Thank you for your consideration and for looking favorably on our application.

### Application Information Form

Applicant: Mountain Rides Transportation Authority

Authorized Representative: Wallace E. Morgus, Executive Director

Address: P.O. Box 3091, 800 1<sup>st</sup> Avenue North, Ketchum, ID 83340-3091

Phone: 208.788.7433 x. 101

Email Address: [wally@mountainrides.org](mailto:wally@mountainrides.org)

DUNS #: 0205108600000

Architect/Engineer/Planner if applicable: (Contact Name): Jolyon H. Sawrey, Vital ink Architecture

Phone: 208.720.6315

Address: 30 Wyatt Drive, Bellevue, ID 83313

#### PROJECT TYPE (MARK ONE):

- |                                                           |                                                       |
|-----------------------------------------------------------|-------------------------------------------------------|
| <input checked="" type="checkbox"/> Facility Construction | <input type="checkbox"/> Replacement Vehicle Purchase |
| <input type="checkbox"/> Infrastructure Construction      | <input type="checkbox"/> Expansion Vehicle Purchase   |
| <input type="checkbox"/> Facility Renovations             | <input type="checkbox"/> Vehicle Rehabilitation       |
| <input type="checkbox"/> ADA Accessibility                | <input type="checkbox"/> Transit Related Technology   |
| <input type="checkbox"/> Planning                         | <input type="checkbox"/> Transit Related Equipment    |
| <input type="checkbox"/> Marketing                        | <input type="checkbox"/> Other                        |

TOTAL PROJECT COST: \$4,371,250

FEDERAL SHARE: \$3,497,000 LOCAL MATCH: \$874,250



# 1. Project Description: Mountain Rides Bellevue Facilities Expansion

## Project Priorities and Program Eligibility

Mountain Rides Transportation Authority (“Mountain Rides” or “MRTA”), a 5311 operator, affirms the ITD-PT’s Program Priority – capital for existing 5311 operators – and hereby requests capital funds to augment funds previously granted (via ITD Funding Agreement #2379MT (the “Agreement”)) and underwrite MRTA’s construction and equipping of a new, ~5,400SF facility to expand and complement facilities on MRTA’s site in Bellevue, Idaho. MRTA will use the new building – a depot with maintenance, electric bus storage & charging, and supplemental/back-up electricity generation functionality – to support its continuing 5311 rural operations serving Blaine County, Idaho, and its surrounds, where people trust Mountain Rides and rely on public transit to reach their destinations.

## Scope of Work

### *Construction and Equipping of Facility*

MRTA will select, via an RFP process, and hire a construction contractor who, along with subcontractors, will construct and equip an approximately 5,400SF building (depot; maintenance; electric bus storage & charging; supplemental/back-up electricity generation) on real estate owned by Mountain Rides that is contiguous with MRTA’s existing facility in Bellevue, Idaho. The new facility will be put in service as part of and supporting Mountain Rides’ 5311 Rural Operations. (For the *Scope of Work* associated with *MRTA’s 5311 Rural Operations*, please see *Appendix E, MRTA’s FTA Section 5311 Formula Grant Application*).

### *Scope of Work, Services, and Objectives*

Mountain Rides provides a range of transportation options for Blaine County, its communities, and nearby jurisdictions, that are safe, user-focused, environmentally friendly, sustainable, and supportive of a strong local economy. The funding requested herein (Federal share: \$3,497,000) will be matched with \$874,250 of Local Funding and that total will be combined with the Agreement’s funding for this Project (Federal share: \$ 1,340,00; Local Match: \$335,000) to underwrite a ~5,400SF construction, expansion, and upgrading of MRTA’s Bellevue, Idaho, facilities. For a concise exposition of the Scope of the Project, please see *Appendix D, Architect’s Narrative and Plans*.

The facilities deriving from the Project will be vital in MRTA’s continuing provision of transportation services that support its objectives:

- Providing and advocating for a sustainable public transportation system that reduces single occupancy vehicle trips and meets the needs of our communities and their citizens.
- Conveying information and knowledge, thereby increasing awareness of the social, financial, environmental, and community benefits of public transportation.
- Facilitating regional cooperation regarding transportation issues.
- Providing convenient, accessible, sustainable mobility for all, thereby meeting vital needs – commuting to jobs, shuttling to medical services, and traveling to supermarkets, pharmacies, and other stores.
- Prioritizing service for the transit-dependent, including essential workers and communities-of-color, who have limited options for mobility.
- Reducing traffic congestion and greenhouse gas emissions, thereby enhancing the quality of life in the Mountain Rides’ service area.
- Converting to a 100% battery electric, zero-emissions fleet by 2027.

## 2. Demonstration of Need: Mountain Rides Bellevue Facilities Expansion

Mountain Rides needs to expand its Bellevue, Idaho, facilities – developing additional indoor, climate-controlled space for electric bus storage, charging, and maintenance – to facilitate and accommodate Mountain Rides’ ongoing conversion to a 100% battery electric fleet and the concomitant provision of 5311 rural services on routes throughout and beyond the Wood River Valley/Blaine County, Idaho.

Mountain Rides initially expressed this need to ITD-PT and FTA-District X in 2018, as part of our case for acquiring, using grant funding, the parcel immediately adjacent to Mountain Rides’ Bellevue, Idaho, depot facility. We acquired this parcel in 2020. Now we will take the next step in meeting our need, by developing the facility contemplated herein on this parcel.

Mountain Rides is the comprehensive provider of rural public transportation services in Blaine County, Idaho, and surrounding communities. Mountain Rides is seeking grant funding to underwrite the development of a comprehensive facility (depot; maintenance; electric bus storage & charging; supplemental/back-up electricity generation) on its Bellevue, Idaho, site. This new, expanded facility is critical to Mountain Rides:

- It is essential as a place for indoor storage and charging of our expanding fleet of battery electric buses (BEBs); our goal is for complete fleet electrification by 2027.
- It will be vital infrastructure, especially with respect to fleet electrification, that will enable Mountain Rides to support and sustain – and opportunistically expand – our 5311 Services.

MRTA’s strong and growing ridership is a primary and substantial demonstration of need for the new bus facility contemplated herein. MRTA is the largest, in terms of fixed-route ridership and level of service, provider of public transportation in rural Idaho. Against a backdrop of flat or declining ridership in the industry, MRTA is growing. Over the five (5) years preceding the COVID-19 pandemic, MRTA’s ridership grew steadily. For each of the four (4) years prior to the pandemic, ridership topped 500,000, with the most recent pre-pandemic year yielding 583,000 riders – seventeen percent higher (+17%) than five (5) years prior. In 2022, MRTA’s ridership began a rebound from pandemic lows, once again topping the half-million mark, at 590,000, for the year, and portending years of upward trending ridership numbers into the foreseeable future.

MRTA’s strategic plan comprises continued underwriting of high-frequency, productive, and efficient fixed-route service that yields increasing returns (growing ridership). MRTA’s executing the strategic plan – including the development of key bus facilities and infrastructure, such as that described herein, as well as the 100% electrification of our fleet – assures our meeting the community’s demand for enhanced, zero-emissions bus service, as well as our targets for ridership, which we expect to approach 750,000 annually by 2027.

Implicit in MRTA’s strategic plan is the continuing expansion and upgrading of bus facilities to support and sustain MRTA’s 5311 Services. The grant funding contemplated herein will be applied to expand and upgrade MRTA’s bus facilities, particularly to provide the capacity needed to support Mountain Rides’ conversion to a 100% clean, green, battery electric fleet.

For additional *Demonstration of Need*, specifically that associated with *MRTA’s 5311 Rural Operations*, please see *Appendix E, MRTA’s FTA Section 5311 Formula Grant Application*.

For an overall summary of *Mountain Rides’ Demonstration of Need*, please see *Attachment D*.

### 3. Project Planning: Mountain Rides' Bellevue Facilities Expansion

#### Integration with ITD-PT Statewide Plan

Mountain Rides' anticipated expansion/enhancement of facilities to be underwritten by 5339 one-time capital, will further Mountain Rides' and the ITD-PT's cause towards achieving the goals for Idaho's public transportation network. Specifically, with respect to goals set forth in the Idaho Public Transportation Plan, April 2018:

- **Goal: Ensure the Safety and Security of Public Transportation Users.**

The expanded/enhanced facility contemplated herein will include a high-quality maintenance facility, which, in turn, will help ensure consistent, timely, quality maintenance of Mountain Rides' fleet of buses, thereby contributing to greater and supremely reliable safety and security of Mountain Rides' ridership. The inclusion of an expanded park-and-ride facility at the Bellevue site should stimulate greater use of multi-modal transportation alternatives, thereby contributing to reducing the number of single-occupancy vehicles on the roads within Mountain Rides' service area, which makes the overall transportation system safer and more secure for all users.

- **Goal: Encourage Public Transportation as an Important Element of an Effective Multi-Modal Transportation System.**

The inclusion of an expanded park-and-ride facility at the Bellevue site speaks directly to promoting and supporting a multi-modal transportation system – SOVs, transit buses, bikeshare – with Mountain Rides' services at the core of that system.

- **Goal: Preserve the Existing Public Transportation Network.**

The expanded/enhanced facility contemplated herein will not only help preserve and sustain public transportation in Blaine County, Idaho, but will serve as an important foundation for growing and expanding public transportation services and the reach of public transportation services into the community. The expanded/enhanced facility may prove valuable as a key link – a hub – for integrating any forthcoming rural intercity bus service with Mountain Rides' Blaine County services, and thereby contributing to preserving/sustaining an important component of the public transportation network in the state.

- **Goal: Provide a Transportation System that Drives Economic Opportunity.**

Mountain Rides already contributes to driving economic opportunity within its service area by: i) providing critical zero-fare public transportation services for a resort community workforce, many of whom, due to a prohibitively high cost of living, especially for housing, within the “resort proper” (Ketchum and Sun Valley), are relegated to living in and commuting from more affordable locations throughout the area and ii) supporting an environmental ethic – “One Less Car” – that is vital to making and sustaining Blaine County and its cities as a “livable community” and a region that attracts the in-migration of individuals, families, and businesses, all of which contribute to a healthy, growing economy.

The expanded/enhanced facility contemplated herein – and all of the benefits it will provide Mountain Rides – is a prudent investment by Mountain Rides, cementing its commitment to delivering impetus and support for continuing economic development, opportunity, and prosperity in Blaine County, Idaho.

## Project Planning Activities

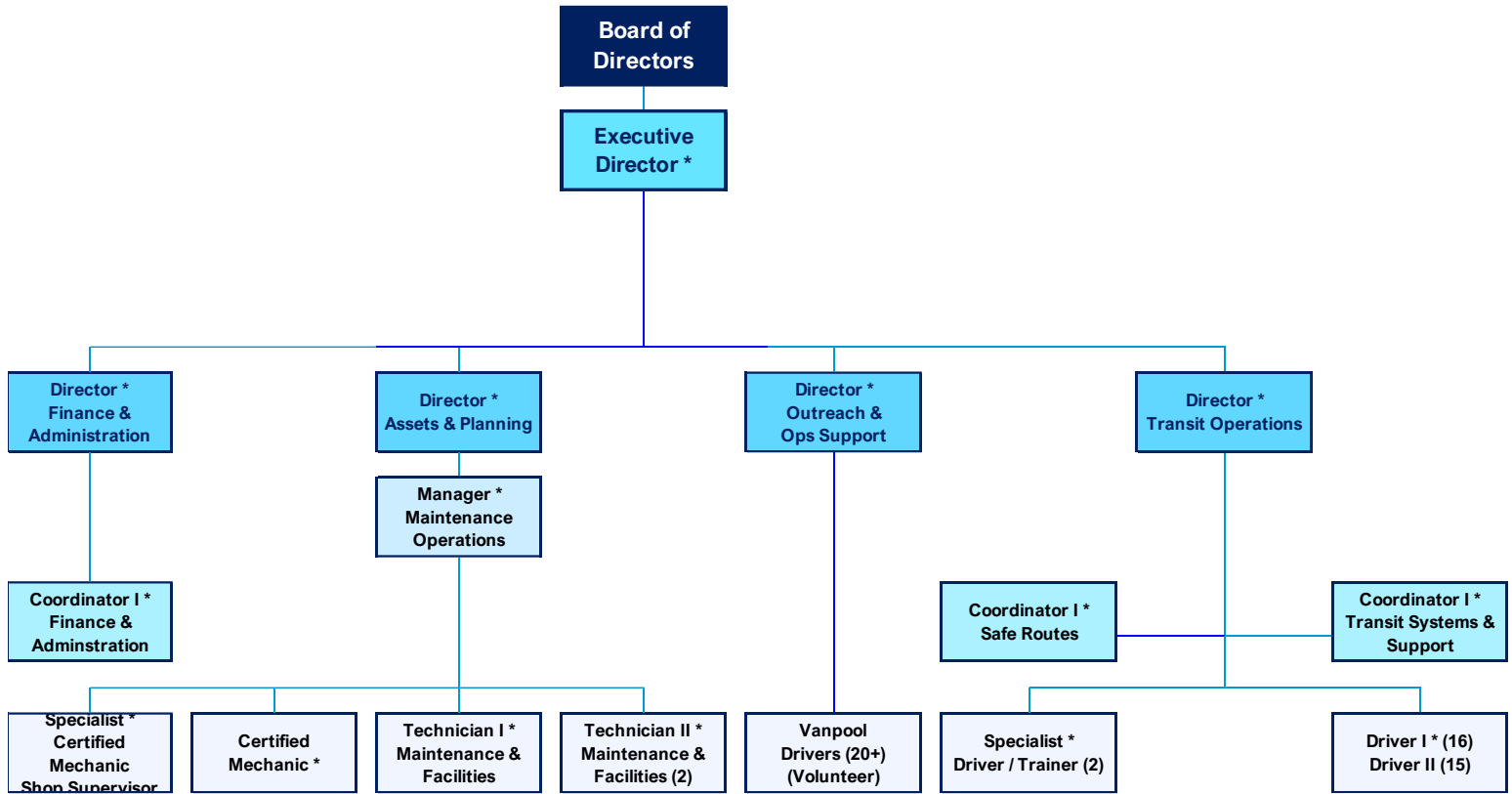
In 2019, at the time of grant funding to acquire the parcel to be developed (the “Parcel”), Mountain Rides undertook the following planning activities:

- ◆ Developed draft plans for the proposed facility.
- ◆ Completed a NEPA – Categorical Exclusion – for the facility.
- ◆ Sought and received from FTA an Administrative Settlement Concurrence for purchase of the Parcel.
- ◆ Sought and received from a qualified public works contractor an estimate/non-binding quote for the cost to construct the contemplated facility.

Over the past year-plus, subsequent to acquiring the Parcel, MRTA has continued planning the contemplated facility, including:

- ◆ Contracted an architect to draft a facility design to facilitate enumerating a preliminary development budget.
- ◆ Generated a preliminary development budget (total = ~\$1.675M).
- ◆ Hired an engineering firm to complete a preliminary engineering needs/requirements assessment.
- ◆ Engaged with the Bellevue City Planning to i) understand zoning allowances/restrictions; ii) initiate interaction with the City’s Planning & Zoning Commission and processes; and iii) get an informal, preliminary approval of the concept for development.
- ◆ Reviewed CC&Rs of the Parcel’s subdivision to understand constraints, if any, imposed therein.
- ◆ Received concurrence from Mountain Rides Board of Directors for the development of the Parcel, the financing of the development, and the specifics of the development’s design and features.
- ◆ Received a 5339 award of \$1,340,000 and a local match commitment of \$335,000 to underwrite the Project per the preliminary development budget.
- ◆ Engaged with the architect to render the final design and cost projections for the Project.
  - This process yielded substantive changes to the design and budget for the Project, including:
    - Extension of the new facility’s footprint by ~1,800SF, to ~5,400SF total;
    - Addition of advanced building security systems in the design;
    - Inclusion of state-of-the-art battery electric bus charging technologies, management systems, and infrastructure in the design of the facility; and
    - Adjustment upward of the overall projected cost of the Project resulting from inflationary pressures and local market dynamics subsequent to our Q4-2021 submission of the grant application that garnered the \$1.34M per ITD Funding Agreement #C2379MT.
- ◆ Completed additional reviews to supplement our NEPA CE, including an *Archaeological and Historical Survey* and a *Hazardous Materials Review*, and forwarded them to ITD-PT and FTA District X for review, approval, and acceptance. Currently awaiting response from FTA. For the ***NEPA-CE and additional documentation***, please see ***Attachment C***.

MRTA has a strong track record of managing grants and delivering projects underwritten by those grants. MRTA is a government agency, formed by the terms of a Joint Powers Agreement (JPA) between the cities of Ketchum, Sun Valley, Hailey, and Bellevue, and Blaine County, Idaho. The JPA renews every four (4) years; the most recent renewal occurred in 2019. An eight-member Board, appointed by signatories to the JPA, oversees and serves as fiduciary for Mountain Rides, setting strategic direction and objectives, approving budgets, ratifying policies, and managing the Executive Director. Under the Board’s direction, the Executive Director and staff implement annual and longer-term plans. The MRTA organization:



MRTA’s discipline includes soliciting bids from and doing business with Disadvantaged Business Enterprises (DBEs), whenever possible.

MRTA has no labor unions.

**Public Support**

For *Letters of Support* from, and *Funding Request presentations* to, our Joint Powers and other community partners, please see **Appendix A**.

**Project Milestones and Timeline**

For *Project Milestones* and *Timeline*, please see *Attachment B*.

## 4. Project Benefits/Evaluation: Mountain Rides' Bellevue Facilities Expansion

### Benefits

As a source of public transportation services for the region, MRTA is valued and valuable, providing clear benefits to the community:

# Mountain Rides Teamwork...Integrity...Commitment to Excellence

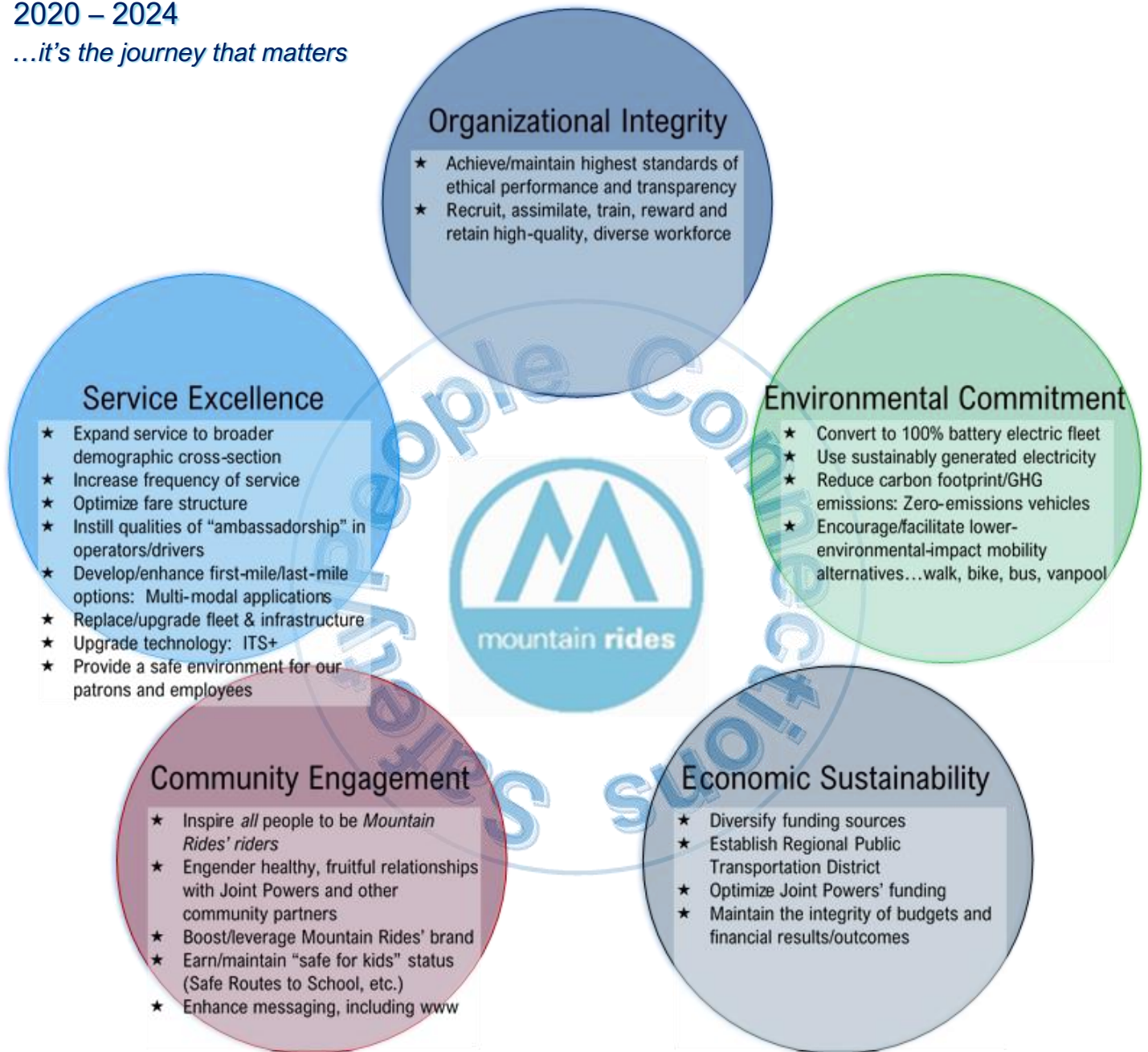


*...because it's the journey that matters*

...as guided by our Strategic Framework:

## Mountain Rides Transportation Authority Strategic Framework: Pentad of Focus 2020 – 2024

...it's the journey that matters



## ***Benefits: Mountain Rides' Bellevue Facility Expansion Project***

### **Direct Benefits**

The outcomes of the Project will provide Direct Benefits to Mountain Rides, our stakeholders, our riders, our employees, and the community-at-large, including its historically underserved populations, comprising:

- ◆ Building out the infrastructure that enables Mountain Rides to efficiently, effectively, and timely transition to a 100% zero-emissions, battery electric bus fleet – with a ***total cost of ownership*** likely to be less than the total cost of ownership of a similarly equipped fleet of diesel buses – by 2027.
- ◆ Providing infrastructure as the foundation for a sustainable zero-emissions, battery electric bus fleet that supplants a diesel bus fleet and thereby ***mitigates Mountain Rides' deleterious impacts on the environment*** by eliminating ~2,000 metric tons of CO<sub>2</sub> emissions annually from the Wood River Valley.
- ◆ Providing critical infrastructure that enables Mountain Rides to expand and optimize its battery electric bus fleet, which, in turn, enables Mountain Rides to extend its battery electric bus service – and all of its benefits – into historically underserved communities, thereby ***validating Mountain Rides' commitment to and actions in support of social justice and equity***.
- ◆ Building out infrastructure that expands and enhances Mountain Rides' current infrastructure, thereby activating USA/FTA objectives implicit in the ***2022 Infrastructure Investment and Jobs Act***.

### **Indirect Benefits**

In addition to the Direct Benefits associated with the outcomes of the Project, the execution of the Project, resulting in the establishment of Mountain Rides' foundational infrastructure, will deliver and enhance Indirect Benefits to Mountain Rides, our stakeholders, our riders, our employees, and the community-at-large, including its historically underserved populations, comprising:

- ◆ Investing in ***workforce development*** efforts that provide: i) new 21<sup>st</sup>-century jobs; ii) opportunities for workforce skills enhancement driven by fleet and infrastructure electrification; and iii) sustainable demand for a workforce with 21<sup>st</sup>-century skills and training.
- ◆ Instilling a ***Build Back Better ethos in all efforts to modernize and enhance Mountain Rides' operations, infrastructure, and services***.
- ◆ Supporting and contributing to Mountain Rides' ***delivery of, measurement of, and accountability for benefits deriving from its 5311 Operations***, as detailed in the following paragraphs.

For additional benefits deriving from this Project and manifest as benefits of Mountain Rides' 5311 Service, please see the ***Project Benefits/Evaluation*** section of ***MRTA's FTA Section 5311 Formula Grant Application*** in ***Appendix E***.

### **Evaluation**

#### ***Mountain Rides' Bellevue Facility Expansion Project***

##### **Measurement**

MRTA, via its 5311 services, provides valued and valuable transportation services to the communities it serves. MRTA will measure its success in fulfilling this commitment, as manifest in the ***Bellevue Facility Expansion Project***, across three parameters: i) completing the Project on time; ii) completing the Project within budget; and iii) building a Project that supports and advances the value of Mountain Rides' transportation services to the stakeholders and communities it serves.



## **Accountability**

MRTA will be held accountable for its performance on the Project by, among others, its Joint Powers partners. Accountability will manifest in a regular array of reports and presentations, in public session, by MRTA to the Joint Powers partners, specifically to city councils and the county board of commissioners. These interactions will include: i) periodic presentations updating the councils/commission/public on the Project's management, financial, grant administration performance; ii) annual presentations to councils/commission supporting MRTA's annual funding request, including a request for capital funds providing the local match to the Federal grant for the Project; and iii) ad hoc presentations, upon request from the councils/commission or at the suggestion of MRTA, from time-to-time, on a variety of issues vis-à-vis the Project that are at the intersection of the Joint Powers, the public, riders, and MRTA. The checks-and-balances to assure prudent and proper management, execution, and engagement with the community by MRTA are solidly in place. As attestation of MRTA's accountability, evident as *Letters of Support from our Joint Powers*, please see *Appendix A*.

During the duration of the Project, MRTA will also be accountable, via quarterly *Milestone Reporting*, to the ITD-PT and the FTA. For the initial *Milestone Reporting*, please see *Attachment B*.

For additional evaluation metrics deriving from this Project and manifest as evaluation of Mountain Rides' 5311 Service, please see the *Project Benefits/Evaluation* section of *MRTA's FTA Section 5311 Formula Grant Application* in *Appendix E*.

## **ITD Metrics and Accountability**

As a subrecipient of federal grant funding, MRTA is accountable to the Idaho Transportation Department (ITD) Public Transportation Office (PT). This accountability manifests through quarterly and ad hoc reporting by MRTA to the ITD-PT. One of the upshots of that reporting is the ITD-PT's compilation and dissemination of its *Annual Public Transportation Performance Report*, a state-of-the-state report regarding public transportation that details, for all to see, the performance, on a variety of metrics, of individual agencies and across the state at-large. Accountability!

## **Execution**

MRTA has the capacity and wherewithal to carry out the Project – expansion and enhancement of our Bellevue facilities. MRTA has been successfully carrying out projects like this one, underwritten by a combination of federal grant funding and local match dollars, for well over a decade.

MRTA has the organization, financial strength, and local match commitment in place to support and execute this project. To verify this claim, please see *Appendix B* for *MRTA's Organizational Chart; Audited Financial Statements; Agreements for Service and Funding* with our joint powers partners and a local business partner; *MRTA's Joint Powers Agreement*, extended and executed through September 2023; and MRTA's *November 2022 Statements for MRTA's LGIP Funds* (LGIP Funds will be the source for the Local Match).

## 5. Project Budget: Mountain Rides' Bellevue Facilities Expansion

### Narrative

MRTA's management and staff have a strong track record of managing grant programs and budgets and delivering projects underwritten by those grant programs within budget.

MRTA is a government agency, governed according to the terms of a Joint Powers Agreement (JPA). The signatories to the JPA are Mountain Rides' primary providers of local match funds. That funding, which appears to be stable into the foreseeable future, needs to be \$335,000 for this project, underwriting twenty percent (20%) of the project. The Joint Powers appropriate MRTA funding annually via their respective budgeting processes.

MRTA counts on the 5339 One-time Grant funding contemplated herein – \$3,497,000 – to underwrite a meaningful portion – eighty percent (80%) – of the project (development and construction of facilities).

MRTA generates supplemental revenue from: i) advertising sales revenue; ii) fare revenue (vanpool) and iii) partnership revenue. While these revenue streams are subject to variability, they have generally remained consistent and growing for Mountain Rides over the past several years. We expect the same going forward.

MRTA develops expense budgets and cost projections ("costs/estimates"), including those referenced herein, using a zero-based technique that considers the project to be funded, prevailing wage rates, contractors' estimates/quotes, projected costs, prior experience with similar projects, inflationary adjustments, and costs of all goods and services to be purchased to support and complete the project.

## Project Budget

As summarized in *Attachment A* and detailed in *Appendix C*, the Project Budget for Mountain Rides’ Bellevue Facility Expansion is:

|                                                          | Original re:<br>5339 | Additional<br>re: 5339 |                     |
|----------------------------------------------------------|----------------------|------------------------|---------------------|
| Planning, Design, Permitting, Environmental Phase        | Spring 2022          | One-time               | Total Project       |
| NEPA - Cultural Assesment/Other Specialized              | \$ 15,000            | \$ -                   | \$ 15,000           |
| Architect                                                | 37,000               | -                      | 37,000              |
| Structural Engineer                                      | 10,000               | -                      | 10,000              |
| Civil Engineer                                           | 10,000               | -                      | 10,000              |
| Mechanical/Bldg Elec Engineer                            | 10,000               | -                      | 10,000              |
| Bus Infrastructure Mechanical Engineer                   | 35,000               | -                      | 35,000              |
| Contingency                                              | 11,700               | 6,300                  | 18,000              |
| <b>s.t.</b>                                              | <b>\$ 128,700</b>    | <b>\$ 6,300</b>        | <b>\$ 135,000</b>   |
| <b>Construction Phase</b>                                |                      |                        |                     |
| Construction (Public Works Certified Contractor)         | \$ 1,314,818         | \$ 3,019,182           | \$ 4,334,000        |
| Idaho Power                                              | 50,000               | -                      | 50,000              |
| Building FF&E                                            | 50,000               | -                      | 50,000              |
| Automated Bus Wash System                                | -                    | 250,000                | 250,000             |
| Curb/Sidewalk/New Shelter/Landscaping                    | -                    | 175,000                | 175,000             |
| Generator (back-up electricity generation)               | -                    | 286,000                | 286,000             |
| Charging Infrastructure (Chargers/Dispensers/Charge Mgt) | -                    | 550,000                | 550,000             |
| Contingency                                              | 131,482              | 84,768                 | 216,250             |
| <b>s.t.</b>                                              | <b>\$ 1,546,300</b>  | <b>\$ 4,364,950</b>    | <b>\$ 5,911,250</b> |
| <b>Project Total</b>                                     | <b>\$ 1,675,000</b>  | <b>\$ 4,371,250</b>    | <b>\$ 6,046,250</b> |
| <b>Funding (Pro Forma)</b>                               |                      |                        |                     |
|                                                          | <b>Federal</b>       | <b>Local Match</b>     | <b>Total</b>        |
| <b>5339 Grant, Awarded Spring 2022</b>                   | <b>\$ 1,340,000</b>  | <b>\$ 335,000</b>      | <b>\$ 1,675,000</b> |
| <b>One-Time 5339 Grant, Application Winter 2023</b>      | <b>3,497,000</b>     | <b>874,250</b>         | <b>4,371,250</b>    |
| <b>Funding Total</b>                                     | <b>\$ 4,837,000</b>  | <b>\$ 1,209,250</b>    | <b>\$ 6,046,250</b> |

In the Project Budget table above:

- ♦ The “Additional re: 5339 One-time” column shows the **Project Budget** for this **5339 One-time Grant**.
- ♦ The “Original re: 5339 Spring 2022” column shows the part of the **Total Project** to be funded by the **Spring 2022 5339 Grant**.
- ♦ The “**Total Project**” column shows the sum total of the other two columns and represents **the total budget – to be funded by this 5339 One-time Grant, plus the Spring 2022 5339 Grant, plus Local Match –** for the construction, enhancements, and upgrades of MRTA’s new Bellevue, Idaho facility.

## **6. Applicant Experience (ITD/FTA): Mountain Rides**

Mountain Rides has a long, strong history of mutually beneficial relationships with, and successful management and administration of grant funds awarded by, the ITD and FTA.

## **7. Application Professionalism: Mountain Rides**

Mountain Rides, to the best of its abilities, has completed this application with the utmost of accuracy, veracity, and integrity.

Thank you.

## *Attachment A*

- **Project Budget Request**

# Attachment A

## Fiscal Year 2024 Project Budget Request

|                       |                                                |
|-----------------------|------------------------------------------------|
| <b>Subrecipient</b>   | <b>Mountain Rides Transportation Authority</b> |
| <b>Agreement Term</b> | <b>October 1, 2023 - September 30, 2025</b>    |
| <b>Contact Name</b>   | <b>Wallace E. Morgus, Executive Director</b>   |
| <b>Address</b>        | <b>PO Box 3091, Ketchum, ID 83340-3091</b>     |
| <b>Phone Number</b>   | <b>208.788.7433 x. 101</b>                     |

| FTA Grant | Capital (CP) 80/20 |              |             |
|-----------|--------------------|--------------|-------------|
|           | Total              | Federal      | Local Match |
| 5339      | \$ 4,371,250       | \$ 3,497,000 | \$ 874,250  |

| Totals | Project Cost | Fed. Request | Match Required |
|--------|--------------|--------------|----------------|
|        | \$ 4,371,250 | \$ 3,497,000 | \$ 874,250     |

**Wallace E. Morgus, Executive Director  
Mountain Rides Transportation Authority**

\_\_\_\_\_  
Subrecipient Printed Name

  
\_\_\_\_\_  
Subrecipient Signature

Jan 12, 2023  
\_\_\_\_\_  
Date

### Scope of Work

Design, build, and equip an approximate 5,400SF facility -- depot, maintenance, electric bus storage & charging; back-up electricity generator -- on real estate owned by Mountain Rides and contiguous with Mountain Rides' existing facilities in Bellevue, Idaho. This is an extension of the Scope of Work denoted in ITD Funding Agreement #C2379MT.

### Local Match Source(s) for Project

City of Sun Valley, Idaho  
City of Ketchum, Idaho  
City of Hailey, Idaho  
City of Bellevue, Idaho  
Blaine County, Idaho

## *Attachment B*

- **Milestones & Timeline**



## FFY 2024 One-Time Capital Application Attachment B: Milestone Reporting

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                       |              |                                |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|--------------|--------------------------------|
| <b>Agency Name</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Mountain Rides Transportation Authority (MRTA)</b> |              |                                |
| <b>Agency Contact</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>Wallace E. Morgus, Executive Director</b>          |              |                                |
| <b>Phone #</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>208.788.7433 x.101</b>                             | <b>Email</b> | <b>wally@mountainrides.org</b> |
| <b>Grant Program</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>5339</b>                                           | <b>Rural</b> | <b>One Time</b>                |
| <b>Award Amount</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>\$ 3,497,000</b>                                   |              |                                |
| <b>Scope of Work: Contract for the construction of and construct ~5,400SF building on the site of and as an addition to MRTA's Bellevue, Idaho, depot, maintenance, electric bus storage &amp; charging, back-up electricity generation facilities.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                       |              |                                |
| <p><b>Milestone Progress Report:</b> Target of major tasks to be achieved by specific dates.<br/>         The report should include information such as: data for each activity line item within the approved project; a discussion of all</p> <ul style="list-style-type: none"> <li>• budget or schedule changes; original, estimated and actual estimated completion date</li> <li>• description of projects, status, specification preparation, bid solicitation, resolution of protests, and contract awards;</li> <li>• breakout of the costs incurred, and those costs required to complete the project; reasons why any scheduled milestone or completion dates were not met, identifying problem areas and discussing how the problems will be solved; and discuss the expected impacts of delays and the steps planned to minimize these impacts.</li> </ul> <p>Add additional milestones to the table below as needed.</p> |                                                       |              |                                |

| Name                                                    | Estimated Completion | Description                                                                                                                                                                                          |
|---------------------------------------------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Development entitlements, approvals, &amp; plans</b> | <b>Aug 15, 2023</b>  | <b>MRTA receives entitlements/approvals per City of Bellevue, ID; architectural, engineering, utilities, landscape plans complete...for ~5,400SF building addition to MRTA's Bellevue, ID, site.</b> |
| <b>RFP/RFQ Issue Date</b>                               | <b>Sep 30, 2023</b>  | <b>MRTA circulates RFP for construction contractor. Competitive bid process.</b>                                                                                                                     |
| <b>Award Date</b>                                       | <b>Mar 21, 2024</b>  | <b>MRTA's Board approves construction contractor agreement; MRTA executes agreement.</b>                                                                                                             |
| <b>Start Date or Order Date</b>                         | <b>Sep 15, 2024</b>  | <b>Construction contractor commences construction.</b>                                                                                                                                               |
| <b>Construction Completion Date or Delivery Date</b>    | <b>Oct 15, 2025</b>  | <b>Construction of ~5,400SF building as an addition to MRTA's Bellevue, ID, facilities is complete and ready for occupancy. MRTA takes occupancy.</b>                                                |
| <b>Contract Completion Date</b>                         | <b>Dec 31, 2025</b>  | <b>MRTA makes final payment(s) to contractor(s). MRTA submits request for reimbursement to ITD.</b>                                                                                                  |

## *Appendix A*

- **Letters of Support (Joint Powers)**
- **Presentations to Joint Powers**
- **Budget Requests of Joint Powers**



**Mayor**  
Peter M. Hendricks

**Council**  
Michelle Griffith, *Council President*  
Keith Saks  
Jane Conard  
Brad DuFur

January 5, 2023

Ms. Shauna Miller  
Idaho Transportation Department  
Public Transportation Office  
PO Box 7129  
Boise, Idaho 83707

Re: FFY 2024 5339 Rural One-time Capital Grants

Dear Ms. Miller:

I am writing in support of Mountain Rides' application for funding under the ITD's FFY 2024 5339 Rural One-time Capital Grants program. Mountain Rides intends to use the grant funding to expand and upgrade its Bellevue, Idaho, facility including enlarging and outfitting it with charging infrastructure for Mountain Rides' burgeoning fleet of battery electric buses. The City of Sun Valley supports Mountain Rides' application for funding and encourages you to view this application favorably.

The City of Sun Valley makes significant investments in Mountain Rides through annual appropriations of local funding, as public transportation is a key strategy in improving our local economy and quality of life in and around the City. Mountain Rides serves residents, commuters, and visitors, and is supported through regional cooperation.

Expanding, upgrading, and outfitting Mountain Rides' Bellevue facility will benefit the health, vitality, and environment of our community. Sustainability and energy efficiency – core values in our community – will be bolstered by further incorporating battery electric buses and their related facilities, technologies, and infrastructure into our local public transportation system.

Thank you for looking favorably on Mountain Rides' application. This funding opportunity is central to success for Mountain Rides Transportation Authority, and to our community.

Sincerely,

Peter M. Hendricks  
Mayor



City of Ketchum

January 5, 2023

Ms. Shauna Miller  
Idaho Transportation Department  
Public Transportation Office  
P.O. Box 7129  
Boise, Idaho 83707

Re: FFY 2024 5339 Rural One-time Capital Grants

Dear Ms. Miller:

I am writing to support Mountain Rides' application for funding under the ITD's FFY 2024 5339 Rural One-time Capital Grants program. Mountain Rides intends to use the grant funding to expand and upgrade its Bellevue, Idaho, facility, including enlarging and outfitting it with charging infrastructure for Mountain Rides' fleet of battery electric buses. The City of Ketchum supports Mountain Rides' application for funding and encourages you to view it favorably.

The City of Ketchum views public transportation as strategic in energizing and supporting our economy and enhancing our quality of life. As such, the City makes significant investments in Mountain Rides through annual appropriations of local funding. Mountain Rides serves residents, commuters, and visitors, and is supported through regional cooperation.

Expanding, upgrading, and outfitting Mountain Rides' Bellevue facility to support electric buses will benefit the health, vitality, and environment of our community. Sustainability and energy efficiency – core values of the City of Ketchum – will be reinforced by incorporating battery electric buses and their related facilities, technologies, and infrastructure into our local public transportation system.

Thank you for looking favorably on Mountain Rides' application. This funding opportunity is vital to success for Mountain Rides Transportation Authority and our community.

Sincerely,

Neil Bradshaw  
Mayor  
City of Ketchum



January 10, 2023

Ms. Shauna Miller  
Idaho Transportation Department  
Public Transportation Office  
P.O. Box 7129  
Boise, Idaho 83707

Re: FFY 2024 5339 Rural One-time Capital Grants

Dear Ms. Miller:

I am writing in support of Mountain Rides' application for funding under the ITD's FFY 2024 5339 Rural One-time Capital Grants program. Mountain Rides intends to use the grant funding to enlarge and upgrade its Bellevue, Idaho, facility, including expanding and outfitting it with charging infrastructure to accommodate Mountain Rides' fleet of battery electric buses. The City of Hailey supports Mountain Rides' application for funding and encourages you to view it favorably.

The City of Hailey makes significant investments in Mountain Rides through annual appropriations of local funding, as public transportation is a key strategy for improving and supporting the local economy and quality of life in and around the City. Mountain Rides serves residents, commuters, and visitors, and is supported through regional cooperation.

Expanding, upgrading, and outfitting Mountain Rides' Bellevue facility to support electric buses will benefit the health, vitality, and environment of our community. Sustainability and energy efficiency – core values of our community – will be bolstered by further integrating electric buses and their related facilities, technologies, and infrastructure into our local public transportation system. Hailey has also made a significant commitment our Climate Action Plan, and we support electrifying the transit bus fleet.

Thank you for looking favorably upon Mountain Rides' application. This funding opportunity is vital to success for Mountain Rides Transportation Authority and our community.

Sincerely,

Martha Burke  
Mayor  
City of Hailey



January 5, 2023

Ms. Shauna Miller  
Idaho Transportation Department  
Public Transportation Office  
P.O. Box 7129  
Boise, Idaho 83707

Re: FFY 2024 5339 Rural One-time Capital Grants

Dear Ms. Miller:

I am writing in support of Mountain Rides' application for funding under the ITD's FFY 2024 5339 Rural One-time Capital Grants program. Mountain Rides intends to use the grant funding to enlarge and upgrade its Bellevue, Idaho, facility, including expanding and outfitting it with charging infrastructure underpinning Mountain Rides' fleet of battery electric buses. The City of Bellevue supports Mountain Rides' application for funding and encourages you to view it favorably.

The City of Bellevue makes significant investments in Mountain Rides through annual appropriations of local funding, as public transportation is a key strategy for improving and supporting the local economy and quality of life in and around the City. Mountain Rides serves residents, commuters, and visitors, and is supported through regional cooperation.

Expanding, upgrading, and outfitting Mountain Rides' Bellevue facility to support electric buses will benefit the health, vitality, and environment of our community. Sustainability and energy efficiency – core values in the community – will be bolstered by further integrating electric buses and their related facilities, technologies, and infrastructure into our local public transportation system.

Thank you for looking favorably upon Mountain Rides' application. This funding opportunity is vital to success for Mountain Rides Transportation Authority and our community.

Sincerely,

A handwritten signature in black ink, appearing to read "Kathryn Goldman", with a stylized flourish at the end.

Kathryn Goldman  
Mayor  
City of Bellevue



# THE BOARD OF BLAINE COUNTY COMMISSIONERS

206 FIRST AVENUE SOUTH, SUITE 300

HAILEY, IDAHO 83333

PHONE: (208) 788-5500 FAX: (208) 788-5569

[www.blainecounty.org](http://www.blainecounty.org) [bcc@co.blaine.id.us](mailto:bcc@co.blaine.id.us)

Dick Fosbury, Chairman \* Angenie McCleary, Vice-Chair \* Muffy Davis, Commissioner

January 3, 2023

Ms. Shauna Miller  
Idaho Transportation Department  
Public Transportation Office  
P.O. Box 7129  
Boise, Idaho 83707

Re: FFY 2024 5339 Rural One-time Capital Grants

Dear Ms. Miller:

I am writing in support of Mountain Rides' application for funding under the ITD's FFY 2024 5339 Rural One-time Capital Grants program. Mountain Rides plans to use the grant funding to expand and upgrade its Bellevue, Idaho, facility, including enlarging and outfitting it with charging infrastructure for Mountain Rides' fleet of battery electric buses. Blaine County supports Mountain Rides' application for funding and encourages you to view this application favorably.

Blaine County makes significant investments in Mountain Rides through annual appropriations of local funding. Public transportation is a key strategy to improving and sustaining the local economy and quality of life in Blaine County. Mountain Rides supports this strategy as it benefits the county's residents, commuters, and visitors.

Expanding, upgrading, and outfitting Mountain Rides' Bellevue facility will benefit the health, vitality, and environment of our community. Sustainability and energy efficiency – core values in our community – will be reinforced by incorporating battery-electric buses and their attendant facilities, technologies, and infrastructure into our local public transportation system.

Thank you for looking favorably upon Mountain Rides' application. This funding opportunity is central to success for Mountain Rides and our community.

Sincerely,

ABSENT

Dick Fosbury  
Chairman

Angenie McCleary  
Vice-Chairman

Muffy Davis  
Commissioner



blaine county regional transportation committee  
206 1st Avenue South, Suite 300  
Hailey, ID 83333

January 3, 2023

Ms. Shauna Miller  
Idaho Transportation Department  
Public Transportation Office  
P.O. Box 7129  
Boise, Idaho 83707

Re: FFY 2024 5339 Rural One-time Capital Grants

Dear Ms. Miller:

On behalf of the Blaine County Regional Transportation Committee (BCRTC), I would like to express our enthusiastic support of Mountain Rides Transportation Authority's application for funding, under the ITD's FFY 2024 5339 Rural One-time Capital Grants program, to expand and upgrade its Bellevue, Idaho, facility. The project will include enlarging the facility and outfitting it with charging infrastructure for Mountain Rides' fleet of battery electric buses. The BCRTC encourages you to view this application favorably.

The Blaine County Regional Transportation Committee comprises Blaine County, the Blaine County Sheriff, the cities of Blaine County, the Blaine County School District, the Blaine County Recreation District, and the United States Forest Service. The BCRTC recognizes the importance of Mountain Rides in providing transportation solutions that significantly enhance mobility and the quality of life for our community, commuters, and visitors. BCRTC sees the economic and environmental benefits to our community brought by Mountain Rides.

Thank you for looking favorably upon Mountain Rides' application. This funding opportunity is central to success for Mountain Rides and our community.

Sincerely,

Angenie McCleary  
Chair  
Blaine County Regional Transportation Committee





**SUN VALLEY  
ECONOMIC  
DEVELOPMENT**

January 5, 2023

Ms. Shauna Miller  
Idaho Transportation Department  
Public Transportation Office  
P.O. Box 7129  
Boise, Idaho 83707

Re: FFY 2024 5339 Rural One-time Capital Grants

Dear Ms. Miller:

On behalf of Sun Valley Economic Development (SVED), I would like to express our enthusiastic support of Mountain Rides Transportation Authority's application for funding, under the ITD's FFY 2024 5339 Rural One-time Capital Grants program, to expand and upgrade its Bellevue, Idaho, facility. The project will include enlarging and outfitting the facility with charging infrastructure to accommodate Mountain Rides' fleet of battery electric buses. SVED encourages you to view this application favorably.

With a full-time executive director and volunteer Board, SVED, a 501(c)(6) not-for-profit public-private partnership, focuses on county-wide issues, and works directly with the Idaho Department of Commerce and other Idaho state agencies. Our vision is for sustainable economic growth throughout the Sun Valley region. We back that up with a mission to preserve and advance the region's economic vitality and diversity while recognizing the values of its citizens.

SVED acknowledges Mountain Rides' import in supporting our mission as it delivers transportation solutions that significantly enhance mobility, quality of life, and economic vitality in our community. SVED recognizes the economic, lifestyle, and environmental benefits Mountain Rides brings to our community.

Thank you for looking favorably on Mountain Rides' application. This funding opportunity is central to success for Mountain Rides and our community.

Sincerely,

Harry Giffith  
Executive Director

## *Appendix C*

- **Development Pro Forma (Budget)**

# Mountain Rides Transportation Authority

## Project Budget: Original + Expansion/Upgrades

Project: Bus Facilities Construction/Expansion/Upgrade

Location: 117-121 Clover Street, Bellevue, Idaho

|                                                          | Original re:<br>5339<br>Spring 2022 | Additional<br>re: 5339<br>One-time | Total Project       |
|----------------------------------------------------------|-------------------------------------|------------------------------------|---------------------|
| <b>Planning, Design, Permitting, Environmental Phase</b> |                                     |                                    |                     |
| NEPA - Cultural Assesment/Other Specialized              | \$ 15,000                           | \$ -                               | \$ 15,000           |
| Architect                                                | 37,000                              | -                                  | 37,000              |
| Structural Engineer                                      | 10,000                              | -                                  | 10,000              |
| Civil Engineer                                           | 10,000                              | -                                  | 10,000              |
| Mechanical/Bldg Elec Engineer                            | 10,000                              | -                                  | 10,000              |
| Bus Infrastructure Mechanical Engineer                   | 35,000                              | -                                  | 35,000              |
| Contingency                                              | 11,700                              | 6,300                              | 18,000              |
| <b>s.t.</b>                                              | <b>\$ 128,700</b>                   | <b>\$ 6,300</b>                    | <b>\$ 135,000</b>   |
| <b>Construction Phase</b>                                |                                     |                                    |                     |
| Construction (Public Works Certified Contractor)         | \$ 1,314,818                        | \$ 3,019,182                       | \$ 4,334,000        |
| Idaho Power                                              | 50,000                              | -                                  | 50,000              |
| Building FF&E                                            | 50,000                              | -                                  | 50,000              |
| Automated Bus Wash System                                | -                                   | 250,000                            | 250,000             |
| Curb/Sidewalk/New Shelter/Landscaping                    | -                                   | 175,000                            | 175,000             |
| Generator (back-up electricity generation)               | -                                   | 286,000                            | 286,000             |
| Charging Infrastructure (Chargers/Dispensers/Charge Mgt) | -                                   | 550,000                            | 550,000             |
| Contingency                                              | 131,482                             | 84,768                             | 216,250             |
| <b>s.t.</b>                                              | <b>\$ 1,546,300</b>                 | <b>\$ 4,364,950</b>                | <b>\$ 5,911,250</b> |
| <b>Project Total</b>                                     | <b>\$ 1,675,000</b>                 | <b>\$ 4,371,250</b>                | <b>\$ 6,046,250</b> |
| <b>Funding (Pro Forma)</b>                               |                                     |                                    |                     |
|                                                          | <b>Federal</b>                      | <b>Local Match</b>                 | <b>Total</b>        |
| 5339 Grant, Awarded Spring 2022                          | \$ 1,340,000                        | \$ 335,000                         | \$ 1,675,000        |
| One-Time 5339 Grant, Application Winter 2023             | 3,497,000                           | 874,250                            | 4,371,250           |
| <b>Funding Total</b>                                     | <b>\$ 4,837,000</b>                 | <b>\$ 1,209,250</b>                | <b>\$ 6,046,250</b> |

**Mountain Rides Transportation Authority**  
**Project Budget: Re-configured 6-bay Construction**  
**Project: Bus Facilities Construction/Expansion/Upgrade**  
**Location: 117-121 Clover Street, Bellevue, Idaho**

| <b>Planning, Design, Permitting, Environmental Phase</b> | <b>Fed (80%)</b>  | <b>Local (20%)</b> | <b>Total</b>      |
|----------------------------------------------------------|-------------------|--------------------|-------------------|
| NEPA - Cultural Assesment/Other Specialized              | \$ 12,000         | \$ 3,000           | \$ 15,000         |
| Architect                                                | 29,600            | 7,400              | 37,000            |
| Structural Engineer                                      | 8,000             | 2,000              | 10,000            |
| Civil Engineer                                           | 8,000             | 2,000              | 10,000            |
| Mechanical/Bldg Elec Engineer                            | 8,000             | 2,000              | 10,000            |
| Bus Infrastructure Mechanical Engineer                   | 28,000            | 7,000              | 35,000            |
| Contingency                                              | 14,400            | 3,600              | 18,000            |
| <b>s.t.</b>                                              | <b>\$ 108,000</b> | <b>\$ 27,000</b>   | <b>\$ 135,000</b> |

| <b>Construction Phase</b>                                |                     |                     |                     |
|----------------------------------------------------------|---------------------|---------------------|---------------------|
| Construction (Public Works Certified Contractor)         | \$ 3,467,200        | \$ 866,800          | \$ 4,334,000        |
| Idaho Power                                              | 40,000              | 10,000              | 50,000              |
| Building FF&E                                            | 40,000              | 10,000              | 50,000              |
| Automated Bus Wash System                                | 200,000             | 50,000              | 250,000             |
| Curb/Sidewalk/New Shelter/Landscaping                    | 140,000             | 35,000              | 175,000             |
| Generator                                                | 228,800             | 57,200              | 286,000             |
| Charging Infrastructure (Chargers/Dispensers/Charge Mgt) | 440,000             | 110,000             | 550,000             |
| Contingency                                              | 173,000             | 43,250              | 216,250             |
| <b>s.t.</b>                                              | <b>\$ 4,729,000</b> | <b>\$ 1,182,250</b> | <b>\$ 5,911,250</b> |

|                      |                     |                     |                     |
|----------------------|---------------------|---------------------|---------------------|
| <b>Project Total</b> | <b>\$ 4,837,000</b> | <b>\$ 1,209,250</b> | <b>\$ 6,046,250</b> |
|----------------------|---------------------|---------------------|---------------------|

| <b>Funding (Pro Forma)</b>                   | <b>Federal</b>      | <b>Local Match</b>  | <b>Total</b>        |
|----------------------------------------------|---------------------|---------------------|---------------------|
| 5339 Grant, Awarded Spring 2022              | \$ 1,340,000        | \$ 335,000          | \$ 1,675,000        |
| One-Time 5339 Grant, Application Winter 2023 | 3,497,000           | 874,250             | 4,371,250           |
| <b>Funding Total</b>                         | <b>\$ 4,837,000</b> | <b>\$ 1,209,250</b> | <b>\$ 6,046,250</b> |

**Mountain Rides Transportation Authority****Project Budget: Original 4-bay Construction****Project: Bus Facilities Construction/Expansion/Upgrade****Location: 117-121 Clover Street, Bellevue, Idaho**

| <b>Planning, Design, Permitting, Environmental Phase</b> | <b>Fed (80%)</b>  | <b>Local (20%)</b> | <b>Total</b>      |
|----------------------------------------------------------|-------------------|--------------------|-------------------|
| NEPA - Cultural Assesment/Other Specialized              | \$ 12,000         | \$ 3,000           | \$ 15,000         |
| Architect                                                | 29,600            | 7,400              | 37,000            |
| Structural Engineer                                      | 8,000             | 2,000              | 10,000            |
| Civil Engineer                                           | 8,000             | 2,000              | 10,000            |
| Mechanical/Bldg Elec Engineer                            | 8,000             | 2,000              | 10,000            |
| Bus Infrastructure Mechanical Engineer                   | 28,000            | 7,000              | 35,000            |
| Contingency                                              | 9,360             | 2,340              | 11,700            |
| <b>s.t.</b>                                              | <b>\$ 102,960</b> | <b>\$ 25,740</b>   | <b>\$ 128,700</b> |

**Construction Phase**

|                                                          |                     |                   |                     |
|----------------------------------------------------------|---------------------|-------------------|---------------------|
| Construction (Public Works Certified Contractor)         | \$ 1,051,854        | \$ 262,964        | \$ 1,314,818        |
| Idaho Power                                              | 40,000              | 10,000            | 50,000              |
| Building FF&E                                            | 40,000              | 10,000            | 50,000              |
| Automated Bus Wash System                                | -                   | -                 | -                   |
| Curb/Sidewalk/New Shelter/Landscaping                    | -                   | -                 | -                   |
| Generator                                                | -                   | -                 | -                   |
| Charging Infrastructure (Chargers/Dispensers/Charge Mgt) | -                   | -                 | -                   |
| Contingency                                              | 105,185             | 26,296            | 131,482             |
| <b>s.t.</b>                                              | <b>\$ 1,237,040</b> | <b>\$ 309,260</b> | <b>\$ 1,546,300</b> |

**Project Total**

|                     |                   |                     |
|---------------------|-------------------|---------------------|
| <b>\$ 1,340,000</b> | <b>\$ 335,000</b> | <b>\$ 1,675,000</b> |
|---------------------|-------------------|---------------------|

**Funding (Pro Forma)**

|                                              | <b>Federal</b>      | <b>Local Match</b> | <b>Total</b>        |
|----------------------------------------------|---------------------|--------------------|---------------------|
| 5339 Grant, Awarded Spring 2022              | \$ 1,340,000        | \$ 335,000         | \$ 1,675,000        |
| One-Time 5339 Grant, Application Winter 2023 | -                   | -                  | -                   |
| <b>Funding Total</b>                         | <b>\$ 1,340,000</b> | <b>\$ 335,000</b>  | <b>\$ 1,675,000</b> |

**Mountain Rides Transportation Authority**  
**Project Budget: Incremental 6-bay v. 4-bay Construction**  
**Project: Bus Facilities Construction/Expansion/Upgrade**  
**Location: 117-121 Clover Street, Bellevue, Idaho**

| <b>Planning, Design, Permitting, Environmental Phase</b> | <b>Fed (80%)</b> | <b>Local (20%)</b> | <b>Total</b>    |
|----------------------------------------------------------|------------------|--------------------|-----------------|
| NEPA - Cultural Assesment/Other Specialized              | \$ -             | \$ -               | \$ -            |
| Architect                                                | -                | -                  | -               |
| Structural Engineer                                      | -                | -                  | -               |
| Civil Engineer                                           | -                | -                  | -               |
| Mechanical/Bldg Elec Engineer                            | -                | -                  | -               |
| Bus Infrastructure Mechanical Engineer                   | -                | -                  | -               |
| Contingency                                              | 5,040            | 1,260              | 6,300           |
| <b>s.t.</b>                                              | <b>\$ 5,040</b>  | <b>\$ 1,260</b>    | <b>\$ 6,300</b> |

| <b>Construction Phase</b>                                |                     |                   |                     |
|----------------------------------------------------------|---------------------|-------------------|---------------------|
| Construction (Public Works Certified Contractor)         | \$ 2,415,346        | \$ 603,836        | \$ 3,019,182        |
| Idaho Power                                              | -                   | -                 | -                   |
| Building FF&E                                            | -                   | -                 | -                   |
| Automated Bus Wash System                                | 200,000             | 50,000            | 250,000             |
| Curb/Sidewalk/New Shelter/Landscaping                    | 140,000             | 35,000            | 175,000             |
| Generator (back-up electricity generation)               | 228,800             | 57,200            | 286,000             |
| Charging Infrastructure (Chargers/Dispensers/Charge Mgt) | 440,000             | 110,000           | 550,000             |
| Contingency                                              | 67,815              | 16,954            | 84,768              |
| <b>s.t.</b>                                              | <b>\$ 3,491,960</b> | <b>\$ 872,990</b> | <b>\$ 4,364,950</b> |

|                      |                     |                   |                     |
|----------------------|---------------------|-------------------|---------------------|
| <b>Project Total</b> | <b>\$ 3,497,000</b> | <b>\$ 874,250</b> | <b>\$ 4,371,250</b> |
|----------------------|---------------------|-------------------|---------------------|

| <b>Funding (Pro Forma)</b>                   | <b>Federal</b>      | <b>Local Match</b> | <b>Total</b>        |
|----------------------------------------------|---------------------|--------------------|---------------------|
| 5339 Grant, Awarded Spring 2022              | \$ -                | \$ -               | \$ -                |
| One-Time 5339 Grant, Application Winter 2023 | 3,497,000           | 874,250            | 4,371,250           |
| <b>Funding Total</b>                         | <b>\$ 3,497,000</b> | <b>\$ 874,250</b>  | <b>\$ 4,371,250</b> |

# MASTER RECAP

**NAME**

**Mountain Ride Option 1 - Base Bid**

1/9/23

**PROJ #**

**Addition to Existing Facility**

**SQFT =**

**5,869 sf**



| USE? | EST | DIV | SEC   | DESCRIPTION                                                        | TOTALS   | BID/ESTIMATE | LABOR | OTHER | TOTALS  | COMMENTS |
|------|-----|-----|-------|--------------------------------------------------------------------|----------|--------------|-------|-------|---------|----------|
| x    | BE  | 01  | 24 00 | Surveying, Layout, and As-Builts                                   | 12,530   | F&I          | F&I   | N/R   | 12,530  |          |
| x    | BE  | 02  | 20 00 | Site Demolition                                                    | 33,930   | F&I          | F&I   | N/R   | 33,930  |          |
| x    | BE  | 02  | 41 16 | Earthwork, Excavation, Backfill, and Utilities                     | 199,447  | F&I          | F&I   | N/R   | 199,447 |          |
| x    | BE  | 02  | 41 16 | Aphalt Paving and Base                                             | 62,010   | F&I          | F&I   | N/R   | 62,010  |          |
| x    | BE  | 02  | 42 00 | Landscaping, Plantings, and Irrigation                             | 22,970   | F&I          | F&I   | N/R   | 22,970  |          |
| x    | BE  | 03  | 10 00 | Building Concrete                                                  | 386,954  | F&I          | F&I   | N/R   | 386,954 |          |
| x    | BE  | 04  | 20 00 | Masonry CMU and CMU Veneer                                         | 128,540  | F&I          | F&I   | N/R   | 128,540 |          |
| x    | BE  | 05  | 12 50 | Structural and Miscellaneous Fabricated Steel - Supply and Install | 210,530  | F&I          | F&I   | N/R   | 210,530 |          |
| x    | BE  | 06  | 10 00 | Wood Framing Labor and Equipment                                   | 215,860  | F&I          | F&I   | N/R   | 215,860 |          |
| x    | BE  | 06  | 11 00 | Lumber Package and Roof Trusses                                    | 268,450  | F&I          | F&I   | N/R   | 268,450 |          |
| x    | BE  | 06  | 13 26 | Millwork Trim and Finish Labor                                     | 7,724    | F&I          | F&I   | N/R   | 7,724   |          |
| x    | BE  | 07  | 21 13 | Damproofing Exterior Walls                                         | 75,540   | F&I          | F&I   | N/R   | 75,540  |          |
| x    | BE  | 07  | 21 29 | Insulation / Thermal Protection                                    | 139,846  | F&I          | F&I   | N/R   | 139,846 |          |
| x    | BE  | 07  | 24 00 | Exterior Stucco                                                    | 153,295  | F&I          | F&I   | N/R   | 153,295 |          |
| x    | BE  | 07  | 25 00 | Wash Bay Metal Panels                                              | 34,712   | F&I          | F&I   | N/R   | 34,712  |          |
| x    | BE  | 07  | 54 23 | Roofing, Sheetmetal, and ISO Insulation                            | 153,932  | F&I          | F&I   | N/R   | 153,932 |          |
| x    | BE  | 07  | 92 00 | Caulking and Sealants                                              | 6,000    | F&I          | F&I   | N/R   | 6,000   |          |
| x    | BE  | 08  | 11 13 | Doors, Hardware, and Install                                       | 37,680   | F&I          | F&I   | N/R   | 37,680  |          |
| x    | BE  | 08  | 33 26 | Overhead Doors                                                     | 87,000   | F&I          | F&I   | N/R   | 87,000  |          |
| x    | BE  | 08  | 42 00 | Storefront and Windows and Install                                 | 27,700   | F&I          | F&I   | N/R   | 27,700  |          |
| x    | BE  | 09  | 20 00 | Gypsum Drywall                                                     | 65,121   | F&I          | F&I   | N/R   | 65,121  |          |
| x    | BE  | 09  | 30 13 | Tile Flooring and Solid Countertops                                | NIC      | F&I          | F&I   | N/R   | 0       | NIC      |
| x    | BE  | 09  | 68 00 | Carpet and Rubber Vesible Entry Floor                              | NIC      | F&I          | F&I   | N/R   | 0       | NIC      |
| x    | BE  | 09  | 91 00 | Painting                                                           | 75,272   | F&I          | F&I   | N/R   | 75,272  |          |
| x    | BE  | 10  | 00 00 | Rest Room Access., H.C. Bars Lockers, Fire Extinguishers           | NIC      | F&I          | F&I   | N/R   | 0       | NIC      |
| x    | BE  | 11  | 27 00 | Appliances                                                         | NIC      | F&I          | F&I   | N/R   | 0       | NIC      |
| x    | BE  | 12  | 35 00 | Cabinetry                                                          | NIC      | F&I          | F&I   | N/R   | 0       | NIC      |
| x    | BE  | 14  | 24 00 | Hydraulic Elevator                                                 | NIC      | F&I          | F&I   | N/R   | 0       | NIC      |
| x    | BE  | 14  | 30 00 | Wash Bay Equipment                                                 | BY OWNER | F&I          | F&I   | N/R   | 0       | BY OWNER |
| x    | BE  | 21  | 00 00 | Fire Sprinkler Protection                                          | 39,158   | F&I          | F&I   | N/R   | 39,158  |          |
| x    | BE  | 22  | 00 00 | Plumbing Subcontractor                                             | 153,250  | F&I          | F&I   | N/R   | 153,250 |          |
| x    | BE  | 23  | 00 00 | Mechanical HVAC Subcontractor                                      | 238,582  | F&I          | F&I   | N/R   | 238,582 |          |
| x    | BE  | 26  | 10 00 | Electrical Subcontractor                                           | 235,250  | F&I          | F&I   | N/R   | 235,250 |          |
| x    | BE  | 26  | 20 00 | IPCO Engineering and Transformer Fee Allowance                     | BY OWNER | F&I          | F&I   | N/R   | 0       | BY OWNER |
| x    | BE  | 26  | 21 00 | Security, Data, Telecommunications, and AV                         | BY OWNER | F&I          | F&I   | N/R   | 0       | BY OWNER |
| x    | BE  | 26  | 31 00 | Fire Alarm                                                         | 19,800   | F&I          | F&I   | N/R   | 19,800  |          |

|                                                     |                     |              |                  |
|-----------------------------------------------------|---------------------|--------------|------------------|
| <b>SUMMARY:</b>                                     |                     |              |                  |
| SUBCONTRACT                                         | 3,091,083           |              |                  |
| LABOR                                               | 0                   |              |                  |
| OTHER/ALLOWANCES                                    | 0                   |              |                  |
| <b>SUBTOTAL</b>                                     | <b>3,091,083</b>    |              |                  |
| LIABILITY INSURANCE                                 | 34,620              |              |                  |
| BLDR'S RISK INSURANCE                               | 15,455              |              |                  |
| GENERAL REQUIREMENTS                                | 474,300             |              |                  |
| BUILDING PERMIT AND CHECK FEES                      | <b>BY OWNER</b>     |              |                  |
| <b>SUBTOTAL</b>                                     | <b>3,615,459</b>    |              |                  |
| <b>PROFIT &amp; OVERHEAD</b>                        | <b>289,237</b>      | <b>8.00%</b> |                  |
| <b>CONTINGENCY ALLOWANCE</b>                        | <b>72,309</b>       | <b>2.00%</b> |                  |
| <b>TOTAL PROJECT CONSTRUCTION OPTION 1 BASE BID</b> | <b>\$ 3,977,004</b> |              | <b>\$ 677.63</b> |

**Add Alternate #1 Construct Covered Car Port for the 11 Parking Spaces 24' x 104' = 2,496 sf x \$100/sf = \$249,600.00**

Open Covered Car Port; Wd. Structure, Asphalt Shingles Roof, and a few Lights. Includes 2' soffit overhang both ends,

**Add Alternate #2 SNOW MELT the entire Parking Lot 10,770 sf x \$18.70/sf = \$201,399.00 + \$25K (Boiler) = \$226,399.00**

**Add Alternate #2A SNOW MELT the entire Parking Lot Less the Covered Parking 8,274 sf x \$18.70/sf = \$154,723.00 + \$25K (Boiler) = \$179,723.00**



10 October, 2021

Mountain Rides  
Ketchum, Idaho 83340

Board Members/ Facilities Planning Committee,

I have met with Ben Varner of Mountain Rides to discuss your Bellevue vacant parcel and the desire to expand bus storage facilities. I have produced a cost estimate for four variations of building types in terms of exterior wall and or structural systems. Those different types are: 1, Steel Building Kit, 2. Wood Frame Construction for walls and wood /steel roof trusses, 3. ICF walls and wood/steel roof trusses, and 4. Masonry wall construction with wood/steel roof trusses. I have budgeted for a freestanding building, associated infrastructure, necessary site improvements for grading, drainage, parking, and landscaping. Due to the public nature of the business and the use of public funds, the budgeting is based on construction to be performed by Public Works Licensed Contractors/ Subcontractors. I have included a contingency budget and also presented a range of cost(s). I have included these other aspects to account for cost variations due to the current high construction costs within the Idaho and Wood River Valley construction industry.

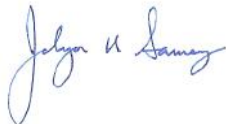
The cost variations are based on current experience with commercial projects and contractors in the Wood River Valley as well as in the Boise area. I cannot however guarantee the prices presented are accurate but are at this time my best professional estimate. Additionally, I can only estimate relative to costs for the construction season of 2021 but believe 2022 will be similar. Beyond the year 2022 is too far into the future to estimate for accuracy.

Ben and I also explored other programmatic desires that may apply to this project and your budgeting; but have not been addressed these ideas in this cost estimating exercise. The options for consideration maybe:

1. Maximizing for Park and Ride spaces
2. Incorporate Employee Housing
3. Combine lots to maximize land development by reducing set back requirements
4. Combine lots to allow for a new bus storage facility addition to the existing building, this generates more available land area for other uses.

These are some thoughts that may have beneficial outcomes and could/ should be at least studied in a preliminary fashion for viability, benefit etc. If you have any questions and or also would like me to attend any planning sessions pertaining to this package, I can be available after October 14<sup>th</sup>.

Sincerely,



Jolyon H. Sawrey, Architect/Land Planner

**MTN RIDES NEW BUS STORAGE FACILITY- PRELIMINARY  
CONSTRUCTION COST ESTIMATE-SCENARIO #1 FREE-STANDING STEEL KIT  
BLDG (100% TURN- KEY MOVE IN READY)**

100% GENERAL CONTRACTOR PERFORM (Public Works  
Licensed General Contractor & Subs)

DATE: 07 Oct, 2021

**1. CONSTRUCTION BUDGET (PUBLIC WORKS GENERAL CONTRACTOR) HARD COSTS**

| ITEM         | DESCRIPTION                                                                                                                                                                                            | SF                                     | BASE \$/SF | "BASE TOTAL"     |
|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|------------|------------------|
| STEEL<br>KIT | FREESTANDING BLDG ENTIRELY ON PARCEL -<br>COST OF CONSTRUCTION FOR WHAT A GENERAL<br>CONTRACTOR WOULD BID THE JOB FOR THIS<br>COMING SUMMER/FALL 2022 ( 2023+ PRICE MAY<br>VARY GREATLY) IN A BID PKG. | 3528                                   | \$150      | \$529,200        |
| SITE         | LANDSCAPING/ SITE IMPROVEMENT BUDGET.<br>PAVING, CURBS, GUTTERS, DRAINAGE, LIGHITNG,<br>LANDSCAPING, BIKE RACKS                                                                                        |                                        |            | \$200,000        |
|              |                                                                                                                                                                                                        | <b>BASTE TOTAL W/<br/>SITE IMPROVE</b> |            | <b>\$729,200</b> |

|                                                 | %    | AMOUNT   |  |
|-------------------------------------------------|------|----------|--|
| CONSTRUCTION CONTINGENCY (% OF<br>"BASE TOTAL") | 5.0% | \$36,460 |  |

|                                                      |  |                  |
|------------------------------------------------------|--|------------------|
| <b>ADJUSTED "BASE TOTAL"<br/>COST W/ CONTINGENCY</b> |  | <b>\$765,660</b> |
|------------------------------------------------------|--|------------------|

**ESTIMATED COST OF CONSTRUCTION W/ HIGH /LOW RANGE**

|                                      | %   | AMOUNT    | TOTAL     |
|--------------------------------------|-----|-----------|-----------|
| BUDGETING % HIGH (BIDDING VARIATION) | 20% | \$153,132 | \$918,792 |
| BUDGETING % LOW (BIDDING VARIATION)  | 5%  | \$38,283  | \$803,943 |

|                            | COST/SF HIGH | COST/SF/ LOW |
|----------------------------|--------------|--------------|
| ADJUSTED COST PER SF RANGE | \$260        | \$228        |

**2. PROFESSIONAL CONSULTANTS BUDGET SOFT COSTS**

|                                    | DESCRIPTION (ESTIMATES) | TOTAL           |
|------------------------------------|-------------------------|-----------------|
| A                                  | ARCHITECT               | \$20,000        |
| B                                  | STRUCTURAL ENGINEER     | \$5,000         |
| C                                  | CIVIL ENGINEER          | \$5,000         |
| D                                  | MECH/ELEC               | \$3,100         |
| <b>SUB-TOTAL PROFESSIONAL FEES</b> |                         | <b>\$33,100</b> |

**TOTAL PROJECT COST ESTIMATE ( INCL. ALL ITEMS NOTED ABOVE #1-#2)**

|                                            |     |                  |
|--------------------------------------------|-----|------------------|
| BUDGETING % HIGH ( W/BIDDING<br>VARIATION) | 20% | <b>\$951,892</b> |
| BUDGETING % LOW (W/ BIDDING<br>VARIATION)  | 5%  | <b>\$837,043</b> |

**NOTE**

**S**

1. THESE ESTIMATES WERE DONE BY THE ARCHITECT, AND ARE INTENDED TO BE BASED ON THE WORK BEING PERFORMED BY A BIDDING PUBLIC WORKS CONTRACTOR(S), SUBCONTRACTOR(S) AT WOOD RIVER VALLEY CURRENT MARKET VALUE. THE CONSTRUCTION INDUSTRY COSTS ARE VOLATILE AT THIS TIME, MATERIALS, LABOR, AVAILABILITY OF PUBLIC WORKS CONTRACTORS/ COMPETITION/LABORS COSTS ETC.

2. CERTAIN INSURANCE FEES AND UTILITY EXPENSES WILL BE PAID BY MTN RIDES DURING CONSTRUCTION

3. COSTS/ SF AND CONCEPTS FOR BLDG TYPES BASED ON DISCUSSIONS WITH BEN VARNER

4. CONTRACTOR PROFIT/ OVERHEAD IS INLCUDED.

**MTN RIDES NEW BUS STORAGE FACILITY- PRELIMINARY  
CONSTRUCTION COST ESTIMATE-SCENARIO #2 FREE-STANDING WOOD  
FRAMED BLDG (100% TURN- KEY MOVE IN READY)**

100% GENERAL CONTRACTOR PERFORM (Public Works  
Licensed General Contractor & Subs)

DATE: 07 Oct, 2021

**1. CONSTRUCTION BUDGET (PUBLIC WORKS GENERAL CONTRACTOR) HARD COSTS**

| ITEM                                                     | DESCRIPTION                                                                                                                                                                                            | SF                  | BASE \$/SF                                           | "BASE TOTAL"        |
|----------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------------------------------------------------|---------------------|
| STEEL<br>KIT                                             | FREESTANDING BLDG ENTIRELY ON PARCEL -<br>COST OF CONSTRUCTION FOR WHAT A GENERAL<br>CONTRACTOR WOULD BID THE JOB FOR THIS<br>COMING SUMMER/FALL 2022 ( 2023+ PRICE MAY<br>VARY GREATLY) IN A BID PKG. | 3528                | \$175                                                | \$617,400           |
| SITE                                                     | LANDSCAPING/ SITE IMPROVEMENT BUDGET.<br>PAVING, CURBS, GUTTERS, DRAINAGE, LIGHITNG,<br>LANDSCAPING, BIKE RACKS                                                                                        |                     |                                                      | \$200,000           |
|                                                          |                                                                                                                                                                                                        |                     | <b>BASTE TOTAL W/<br/>SITE IMPROVE</b>               | <b>\$817,400</b>    |
| <b>CONSTRUCTION CONTINGENCY (% OF<br/>"BASE TOTAL")</b>  |                                                                                                                                                                                                        | <b>%</b>            | <b>AMOUNT</b>                                        |                     |
|                                                          |                                                                                                                                                                                                        | 5.0%                | \$40,870                                             |                     |
|                                                          |                                                                                                                                                                                                        |                     | <b>ADJUSTED "BASE TOTAL"<br/>COST W/ CONTINGENCY</b> | <b>\$858,270</b>    |
| <b>ESTIMATED COST OF CONSTRUCTION W/ HIGH /LOW RANGE</b> |                                                                                                                                                                                                        |                     |                                                      |                     |
|                                                          |                                                                                                                                                                                                        | <b>%</b>            | <b>AMOUNT</b>                                        | <b>TOTAL</b>        |
| <b>BUDGETING % HIGH (BIDDING VARIATION)</b>              |                                                                                                                                                                                                        | 20%                 | \$171,654                                            | <b>\$1,029,924</b>  |
| <b>BUDGETING % LOW (BIDDING VARIATION)</b>               |                                                                                                                                                                                                        | 5%                  | \$42,914                                             | <b>\$901,184</b>    |
| <b>ADJUSTED COST PER SF RANGE</b>                        |                                                                                                                                                                                                        | <b>COST/SF HIGH</b> |                                                      | <b>COST/SF/ LOW</b> |
|                                                          |                                                                                                                                                                                                        | <b>\$292</b>        |                                                      | <b>\$255</b>        |

**2. PROFESSIONAL CONSULTANTS BUDGET SOFT COSTS**

|                                    | DESCRIPTION (ESTIMATES) |  | TOTAL           |
|------------------------------------|-------------------------|--|-----------------|
| A                                  | ARCHITECT               |  | \$24            |
| B                                  | STRUCTURAL ENGINEER     |  | \$6,400         |
| C                                  | CIVIL ENGINEER          |  | \$5,000         |
| D                                  | MECH/ELEC               |  | \$3,100         |
| <b>SUB-TOTAL PROFESSIONAL FEES</b> |                         |  | <b>\$14,524</b> |

**TOTAL PROJECT COST ESTIMATE ( INCL. ALL ITEMS NOTED ABOVE #1-#2)**

|                                                    |  |     |  |                    |
|----------------------------------------------------|--|-----|--|--------------------|
| <b>BUDGETING % HIGH ( W/BIDDING<br/>VARIATION)</b> |  | 20% |  | <b>\$1,044,448</b> |
| <b>BUDGETING % LOW (W/ BIDDING<br/>VARIATION)</b>  |  | 5%  |  | <b>\$915,708</b>   |

**NOTE**

**S**

1. THESE ESTIMATES WERE DONE BY THE ARCHITECT, AND ARE INTENDED TO BE BASED ON THE WORK BEING PERFORMED BY A BIDDING PUBLIC WORKS CONTRACTOR(S), SUBCONTRACTOR(S) AT WOOD RIVER VALLEY CURRENT MARKET VALUE. THE CONSTRUCTION INDUSTRY COSTS ARE VOLATILE AT THIS TIME, MATERIALS, LABOR, AVAILABILITY OF PUBLIC WORKS CONTRACTORS/ COMPETITION/LABORS COSTS ETC.

2. CERTAIN INSURANCE FEES AND UTILITY EXPENSES WILL BE PAID BY MTN RIDES DURING CONSTRUCTION

3. COSTS/ SF AND CONCEPTS FOR BLDG TYPES BASED ON DISCUSSIONS WITH BEN VARNER

4. CONTRACTOR PROFIT/ OVERHEAD IS INLCUDED.

**MTN RIDES NEW BUS STORAGE FACILITY- PRELIMINARY  
CONSTRUCTION COST ESTIMATE-SCENARIO #3 FREE-STANDING ICF BLDG  
(100% TURN- KEY MOVE IN READY)**

100% GENERAL CONTRACTOR PERFORM (Public Works Licensed General Contractor & Subs)      DATE: 07 Oct, 2021

**1. CONSTRUCTION BUDGET (PUBLIC WORKS GENERAL CONTRACTOR) HARD COSTS**

| ITEM      | DESCRIPTION                                                                                                                                                                                | SF                                 | BASE \$/SF | "BASE TOTAL"     |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|------------|------------------|
| STEEL KIT | FREESTANDING BLDG ENTIRELY ON PARCEL - COST OF CONSTRUCTION FOR WHAT A GENERAL CONTRACTOR WOULD BID THE JOB FOR THIS COMING SUMMER/FALL 2022 ( 2023+ PRICE MAY VARY GREATLY) IN A BID PKG. | 3528                               | \$185      | \$652,680        |
| SITE      | LANDSCAPING/ SITE IMPROVEMENT BUDGET. PAVING, CURBS, GUTTERS, DRAINAGE, LIGHTING, LANDSCAPING, BIKE RACKS                                                                                  |                                    |            | \$200,000        |
|           |                                                                                                                                                                                            | <b>BASTE TOTAL W/ SITE IMPROVE</b> |            | <b>\$852,680</b> |

|                                              | %    | AMOUNT   |
|----------------------------------------------|------|----------|
| CONSTRUCTION CONTINGENCY (% OF "BASE TOTAL") | 5.0% | \$42,634 |

**ADJUSTED "BASE TOTAL" COST W/ CONTINGENCY      \$895,314**

**ESTIMATED COST OF CONSTRUCTION W/ HIGH /LOW RANGE**

|                                      | %   | AMOUNT    | TOTAL       |
|--------------------------------------|-----|-----------|-------------|
| BUDGETING % HIGH (BIDDING VARIATION) | 20% | \$179,063 | \$1,074,377 |
| BUDGETING % LOW (BIDDING VARIATION)  | 5%  | \$44,766  | \$940,080   |

|                            | COST/SF HIGH | COST/SF/ LOW |
|----------------------------|--------------|--------------|
| ADJUSTED COST PER SF RANGE | \$305        | \$266        |

**2. PROFESSIONAL CONSULTANTS BUDGET SOFT COSTS**

|                                    | DESCRIPTION (ESTIMATES) | TOTAL           |
|------------------------------------|-------------------------|-----------------|
| A                                  | ARCHITECT               | \$25,000        |
| B                                  | STRUCTURAL ENGINEER     | \$6,500         |
| C                                  | CIVIL ENGINEER          | \$5,000         |
| D                                  | MECH/ELEC               | \$3,100         |
| <b>SUB-TOTAL PROFESSIONAL FEES</b> |                         | <b>\$39,600</b> |

**TOTAL PROJECT COST ESTIMATE ( INCL. ALL ITEMS NOTED ABOVE #1-#2)**

|                                         |     |             |
|-----------------------------------------|-----|-------------|
| BUDGETING % HIGH ( W/BIDDING VARIATION) | 20% | \$1,113,977 |
| BUDGETING % LOW (W/ BIDDING VARIATION)  | 5%  | \$979,680   |

**NOTE**

**S**

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2. CERTAIN INSURANCE FEES AND UTILITY EXPENSES WILL BE PAID BY MTN RIDES DURING CONSTRUCTION

3. COSTS/ SF AND CONCEPTS FOR BLDG TYPES BASED ON DISCUSSIONS WITH BEN VARNER

4. CONTRACTOR PROFIT/ OVERHEAD IS INLCUDED.

**MTN RIDES NEW BUS STORAGE FACILITY- PRELIMINARY  
CONSTRUCTION COST ESTIMATE-SCENARIO #4 FREE-STANDING MASONRY  
BLDG (100% TURN- KEY MOVE IN READY)**

100% GENERAL CONTRACTOR PERFORM (Public Works Licensed General Contractor & Subs) DATE: 07 Oct, 2021

**1. CONSTRUCTION BUDGET (PUBLIC WORKS GENERAL CONTRACTOR) HARD COSTS**

| ITEM      | DESCRIPTION                                                                                                                                                                                | SF                                 | BASE \$/SF | "BASE TOTAL"     |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|------------|------------------|
| STEEL KIT | FREESTANDING BLDG ENTIRELY ON PARCEL - COST OF CONSTRUCTION FOR WHAT A GENERAL CONTRACTOR WOULD BID THE JOB FOR THIS COMING SUMMER/FALL 2022 ( 2023+ PRICE MAY VARY GREATLY) IN A BID PKG. | 3528                               | \$200      | \$705,600        |
| SITE      | LANDSCAPING/ SITE IMPROVEMENT BUDGET. PAVING, CURBS, GUTTERS, DRAINAGE, LIGHTING, LANDSCAPING, BIKE RACKS                                                                                  |                                    |            | \$200,000        |
|           |                                                                                                                                                                                            | <b>BASTE TOTAL W/ SITE IMPROVE</b> |            | <b>\$905,600</b> |

|                                              | %    | AMOUNT   |  |
|----------------------------------------------|------|----------|--|
| CONSTRUCTION CONTINGENCY (% OF "BASE TOTAL") | 5.0% | \$45,280 |  |

**ADJUSTED "BASE TOTAL" COST W/ CONTINGENCY \$950,880**

**ESTIMATED COST OF CONSTRUCTION W/ HIGH /LOW RANGE**

|                                      | %   | AMOUNT    | TOTAL       |
|--------------------------------------|-----|-----------|-------------|
| BUDGETING % HIGH (BIDDING VARIATION) | 20% | \$190,176 | \$1,141,056 |
| BUDGETING % LOW (BIDDING VARIATION)  | 5%  | \$47,544  | \$998,424   |

|                            | COST/SF HIGH | COST/SF/ LOW |
|----------------------------|--------------|--------------|
| ADJUSTED COST PER SF RANGE | \$323        | \$283        |

**2. PROFESSIONAL CONSULTANTS BUDGET SOFT COSTS**

|                                    | DESCRIPTION (ESTIMATES) | TOTAL           |
|------------------------------------|-------------------------|-----------------|
| A                                  | ARCHITECT               | \$27,000        |
| B                                  | STRUCTURAL ENGINEER     | \$5,000         |
| C                                  | CIVIL ENGINEER          | \$5,000         |
| D                                  | MECH/ELEC               | \$3,100         |
| <b>SUB-TOTAL PROFESSIONAL FEES</b> |                         | <b>\$40,100</b> |

**TOTAL PROJECT COST ESTIMATE ( INCL. ALL ITEMS NOTED ABOVE #1-#2)**

|                                         |     |             |
|-----------------------------------------|-----|-------------|
| BUDGETING % HIGH ( W/BIDDING VARIATION) | 20% | \$1,181,156 |
| BUDGETING % LOW (W/ BIDDING VARIATION)  | 5%  | \$1,038,524 |



**NOTE**

**S**

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2. CERTAIN INSURANCE FEES AND UTILITY EXPENSES WILL BE PAID BY MTN RIDES DURING CONSTRUCTION

3. COSTS/ SF AND CONCEPTS FOR BLDG TYPES BASED ON DISCUSSIONS WITH BEN VARNER

4. CONTRACTOR PROFIT/ OVERHEAD IS INLCUDED.



POWER ENGINEERS, INC.

3940 GLENBROOK DRIVE  
PO BOX 1066  
HAILEY, ID 83333 USA

PHONE 208-788-3456  
FAX 208-788-2082

## MEMORANDUM

**DATE:** October 8, 2021

**TO:** Ben Varner

**c:** Jeff VanSickel

**FROM:** Jason Marena  
Project Manager

**SUBJECT:** 165594 Mountain Rides Generator Estimate

### MESSAGE

Hi Ben,

POWER Engineers has prepared the following Rough Order of Magnitude (ROM) estimate for a backup generation installation at the proposed Bellevue, ID facility on Clover Rd. This estimate is based on the assumption that the building will be approximately 4500 sq. ft. and use gas heating. The facility will also house up to four 150kW electric bus chargers.

Based on these assumptions, our estimate for the project is shown below:

- Engineering: \$25,000
- Installation: \$25,000
- 750kW Diesel Generator with weatherproof enclosure: \$185,000
- Automatic Transfer Switch: \$15,000
- Generator Concrete Pad: \$20,000
- **Total: \$270,000**

Please let us know if you have any questions or comments.

Jason Marena  
Project Manager

## *Appendix D*

- **Architect's Narrative and Plans**

06 January, 2023

To Whom it May Interest/ Grant Evaluation Committee,

I am the project architect for the expansion project for the Mountain Rides Bus Facility in Bellevue, Idaho. This narrative is to bring further understanding of why the new addition is designed the way it is and some of the aspects that you may be valuable for your consideration relative to the providing of grant funding.

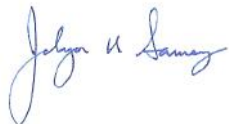
#### SITE PLANNING

As one can see on the site plan that the north alley is the inward approach for the buses. The angled building accommodates the turning radius of the incoming bus and the staggering of the bays allows for multiple tandem parking/ drive throughs for the buses. Mountain Rides owns two adjacent parcels- one with the existing bus facility and an adjacent vacant lot. We first evaluated a detached bus parking building, but due to setback requirements, goal of more than (4) bays, accommodating parking requirements etc. the decision was made to combine the parcels into one lot. This allows for the connection/ addition of the new building to be directly attached to the existing building- no in-between setbacks to deal with. This then preserves area for surface parking as well as making one facility for staff to circulate within instead of going outside to get to the next building. As the project is in “snow country” snow storage is mandatory unless other measures address snow management. Thus, the inclusion of carport style covered parking makes the snow storage on the roof of the carport as compared to maintenance costs for snow removal or high operating cost of heating paved surfaces to melt- snow.

#### BUILDING PLANNING

As an ‘environmental’ architect I am always planning for the long-term life expectancy/ performance/ durability, operating costs/ energy efficiency etc. for my projects. This project is proposing ICF super insulated, thermal mass, air tight walls, exterior masonry and metal siding for low maintenance. Also proposed is energy efficient, quiet, low maintenance hydronically heated slab on grade floors. Above code air sealing and insulation systems and higher performance glazing will also be included. The EPDM membrane roof will be ballasted for 75% solar reflectance as well as also offering UV and service worker protection of roof membrane. The wall assemblies will have a (4) hour fire rating and the building will be fire sprinkled which will help with lower insurance costs and providing further building/ occupant safety. All of these aspects make long-term operating costs lower than conventionally constructed light industrial buildings, a more comfortable work environment, long-term low maintenance and reduced operating costs.

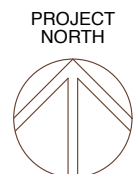
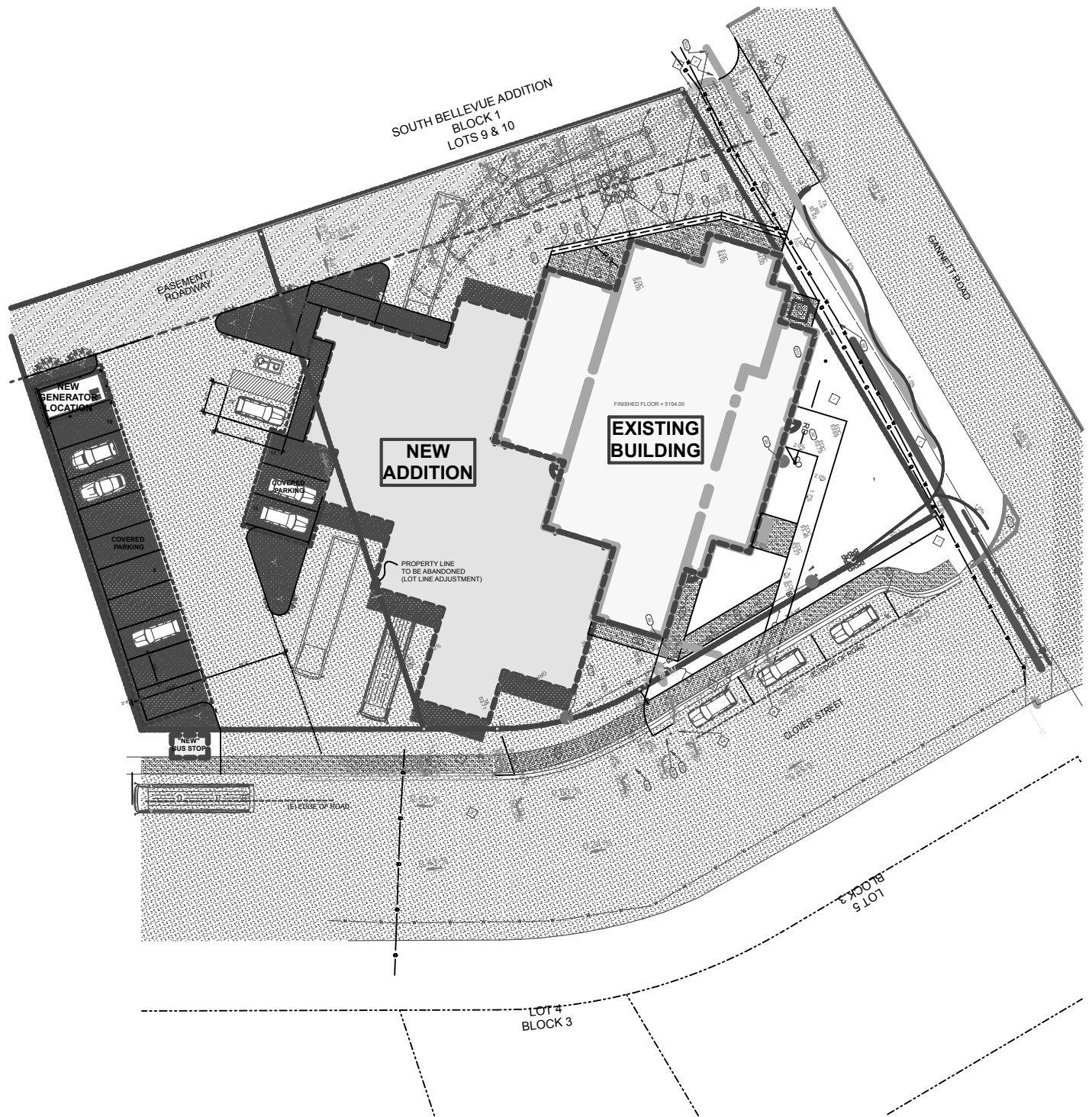
Sincerely,



Jolyon H. Sawrey, Architect/Land Planner



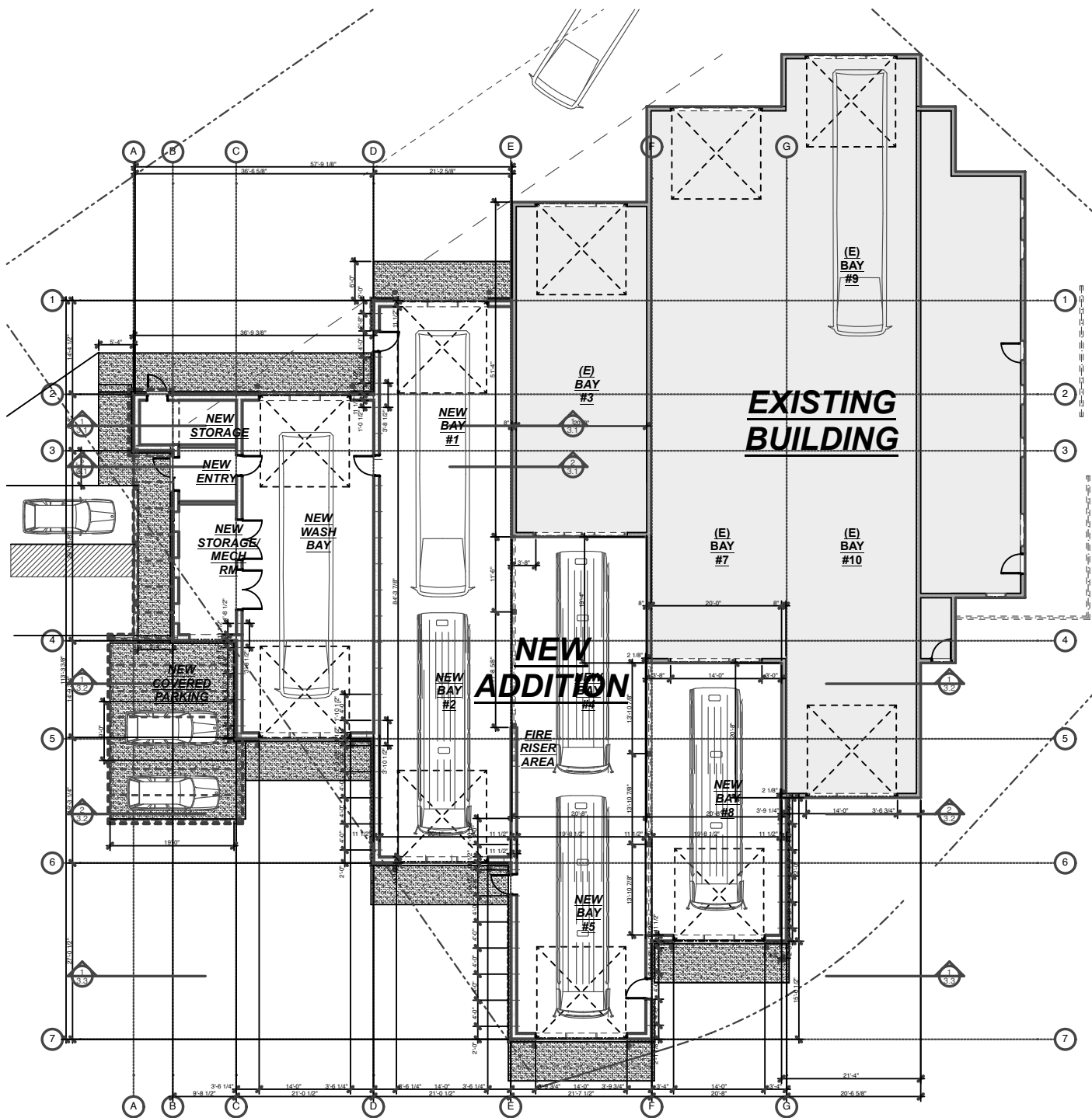
# NEW ADDITION



|                             |                  |
|-----------------------------|------------------|
| <b>EXISTING BLDG</b>        |                  |
| MAIN LEVEL                  | 6,368 SF         |
| UPPER LEVEL                 | 988 SF           |
| SUBTOTAL (EXISTING)         | 7,356 SF         |
| <b>NEW BLDG</b>             | 5,869 SF         |
| <b>TOTAL CONDITIONED SF</b> | <b>13,225 SF</b> |



# NEW ADDITION



## FLOOR PLAN (ENTIRE)

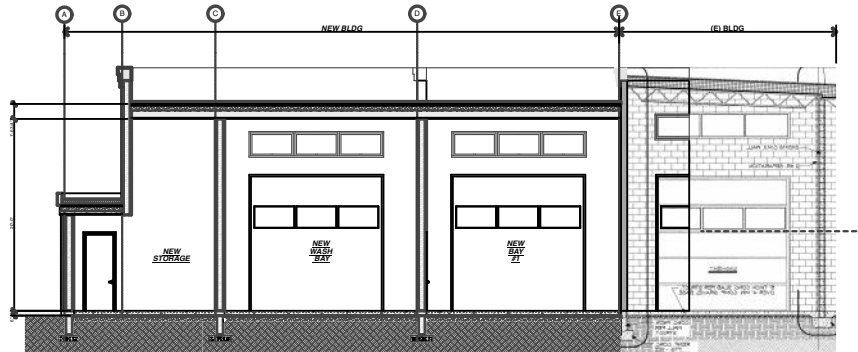
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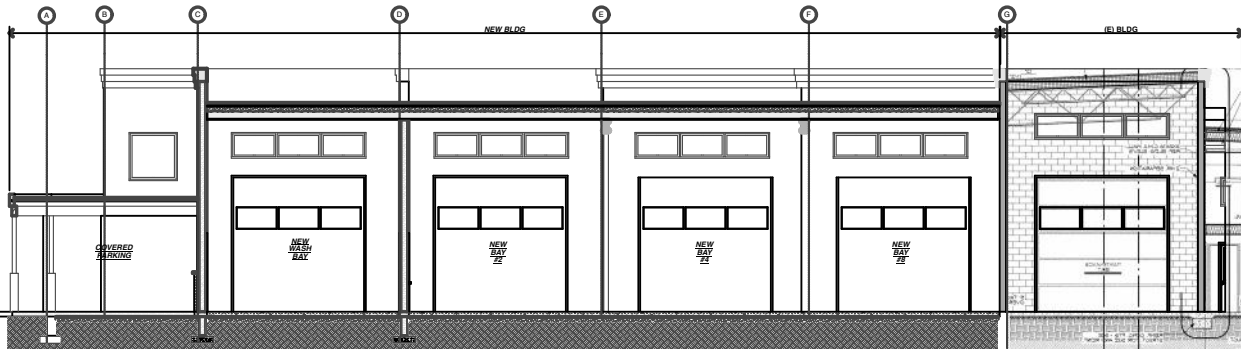


# NEW ADDITION

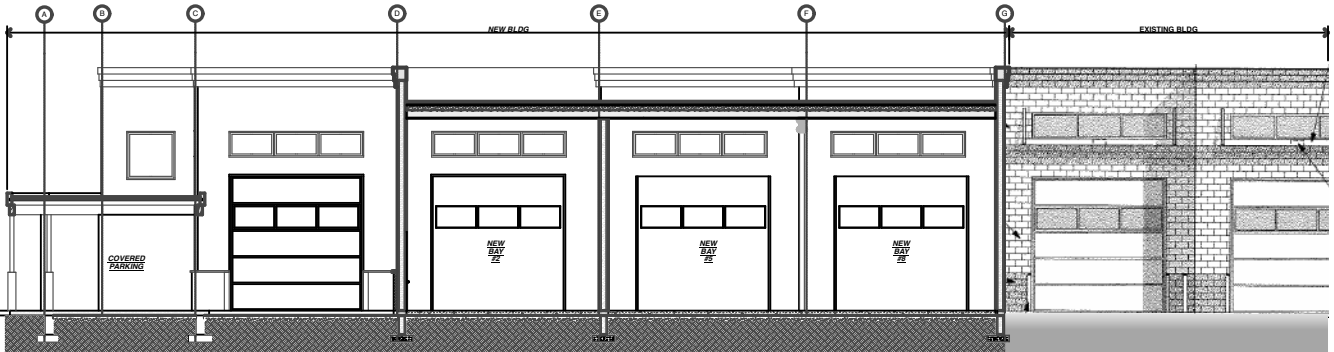
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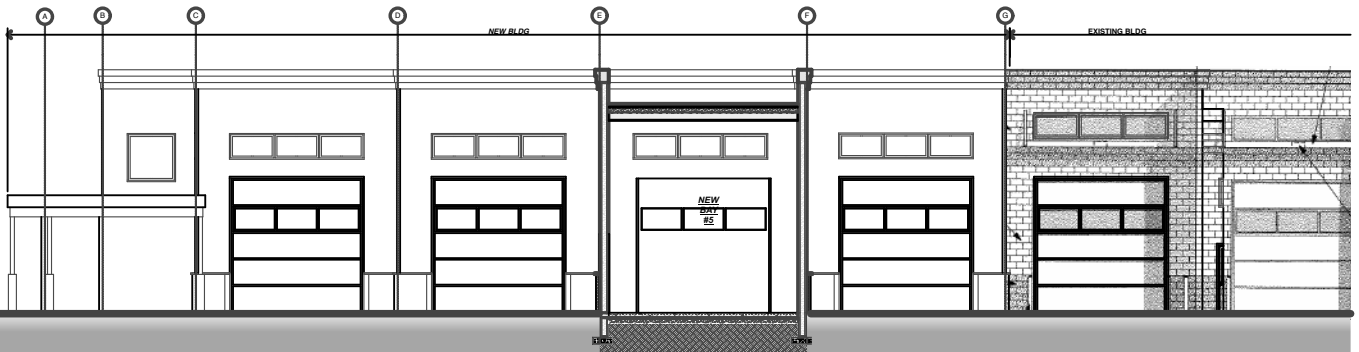
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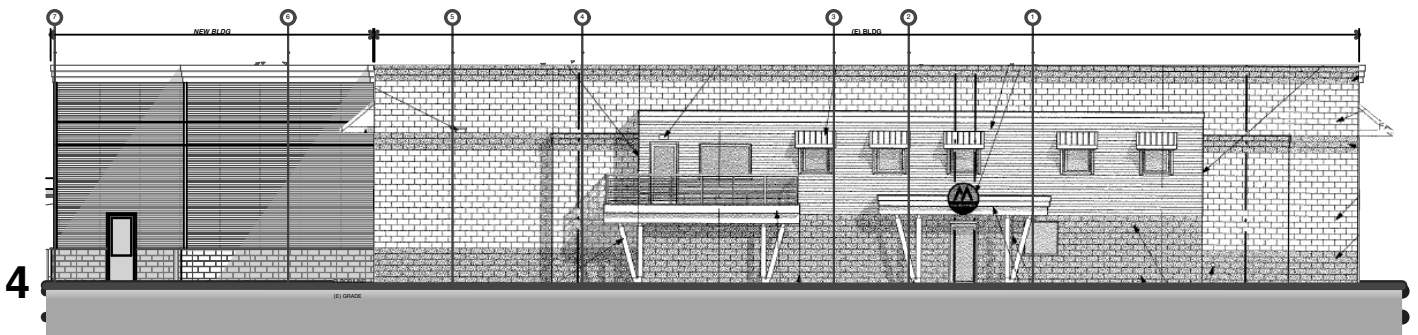
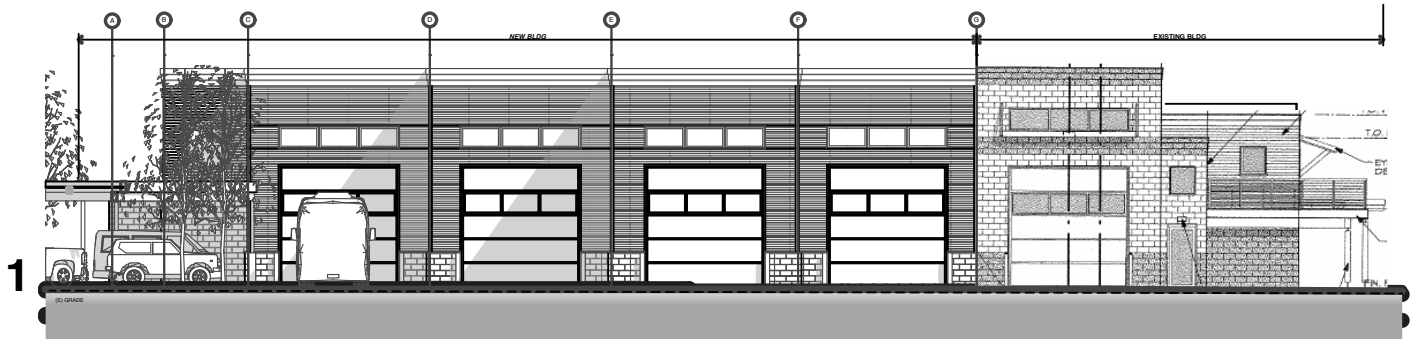


4





# NEW ADDITION

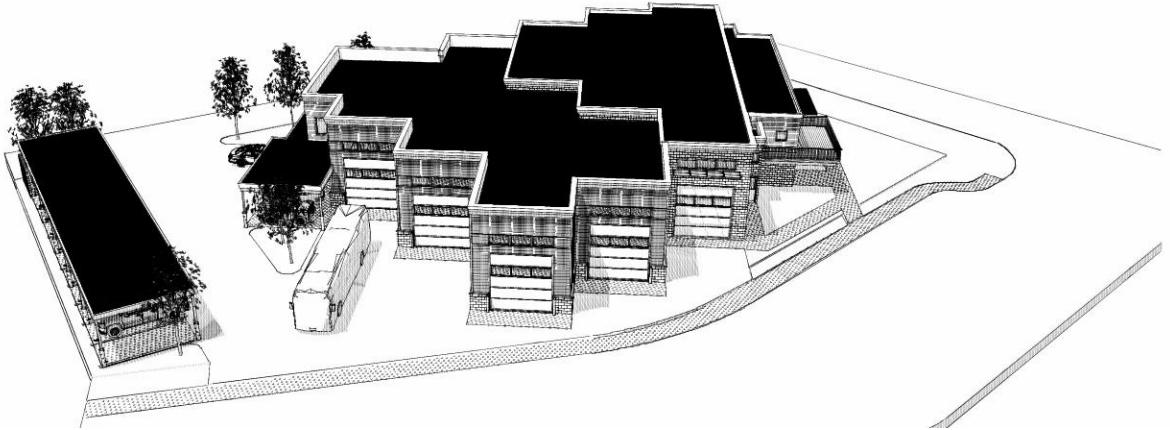






# NEW ADDITION

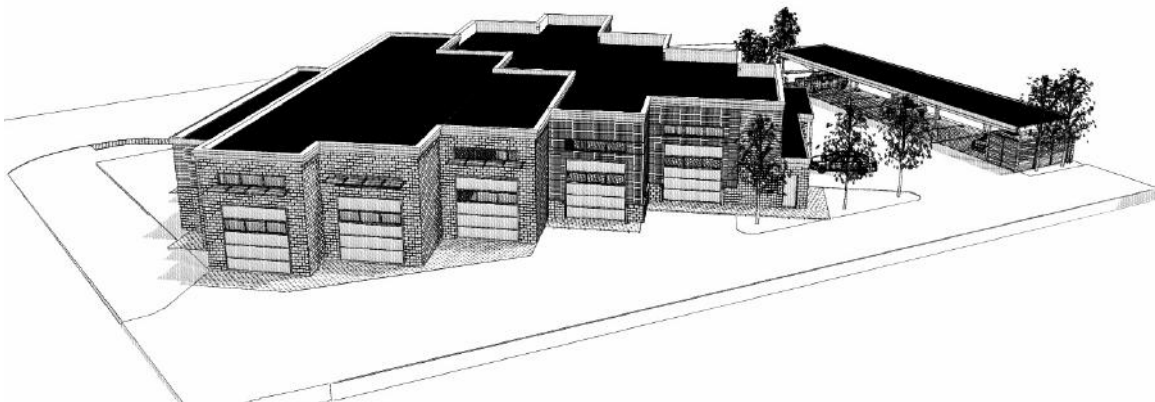
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2

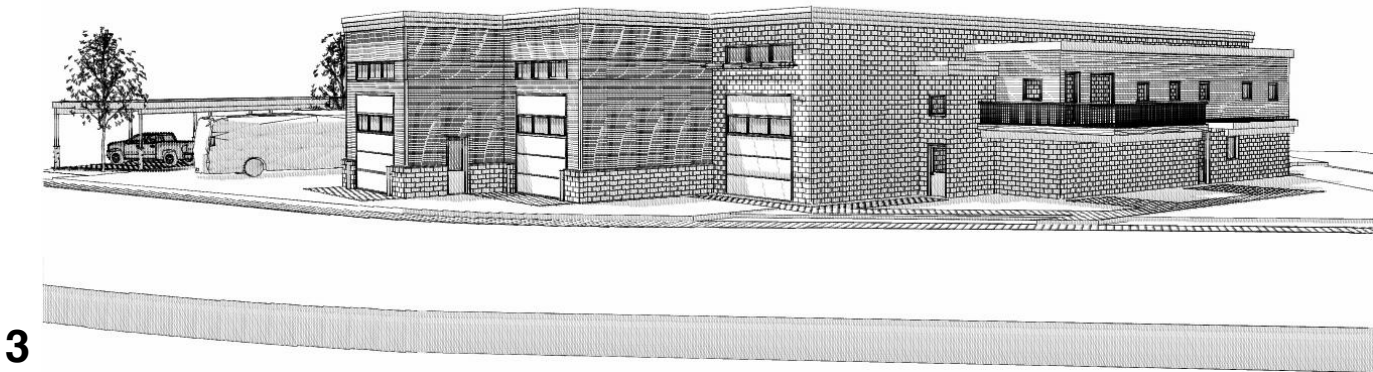
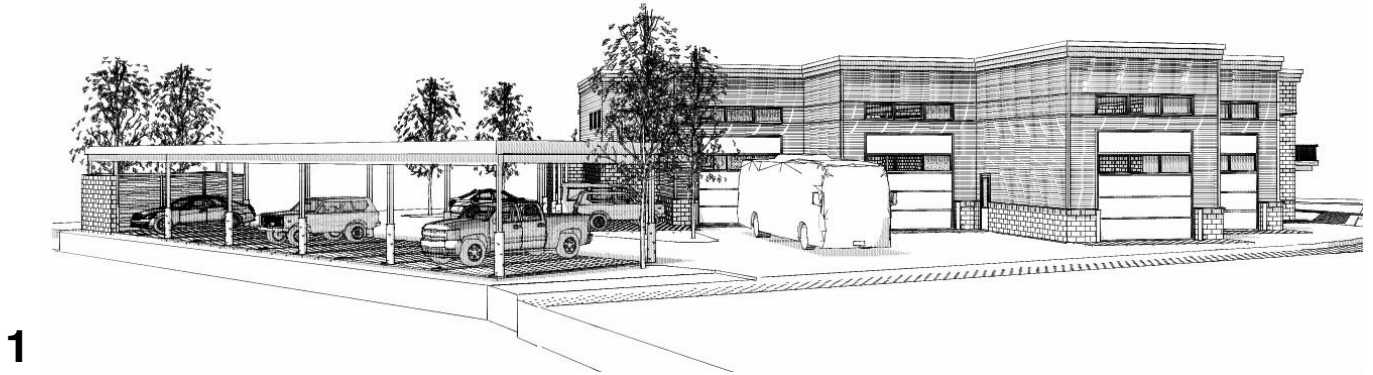


3





# NEW ADDITION





City of Ketchum

|                                                                                          |
|------------------------------------------------------------------------------------------|
| <b>Agency Name: Sun Valley Economic Development</b>                                      |
| <b>Project Name: FY24 Funding Request</b>                                                |
| <b>Contact Person: Harry Griffith</b>                                                    |
| <b>Address: POB 3893 Ketchum, ID 83340</b>                                               |
| <b>Email: <a href="mailto:harry@sunvalleyeconomy.org">harry@sunvalleyeconomy.org</a></b> |
| <b>Phone Number: 208-721-7847</b>                                                        |

Please provide the information requested below and return via email to [aswindley@ketchumidaho.org](mailto:aswindley@ketchumidaho.org) by end of day, **Friday, April 21, 2023**.

- City Council’s Budget Strategic Session will be on Monday, June 26, 2023 from 9-1 pm (to be confirmed/agenda to follow)
- The public hearing will be on July 17<sup>th</sup>, with the readings as follows:
  - 1<sup>st</sup> – August 7<sup>st</sup> | 2<sup>nd</sup> – August 21 | 3<sup>rd</sup> – September 5<sup>th</sup>

Feel free to expand the text fields. Supporting documents or any additional information for consideration are welcome as attachments.

If any of the below items do not apply to your request, please indicate with N/A.

- 
1. Amount requested for fiscal year 2024: \$ 15,000\_\_\_\_\_
  2. What percentage of your overall budget does the requested amount represent? 7\_\_\_ %  
Please submit a budget sheet for FY2022 and FY2023 that shows overall revenue and expenditures.
  3. How would your program or project be impacted if it did not receive funding from the City or if funding were reduced? (Expand the box as needed or submit separately.)

Access to grant dollars from the Idaho Dept. of Commerce Rural ED Grant program would not be possible, and projected funding from the five other Blaine Co municipalities would be very difficult unless the City demonstrated leadership through this budget request. With the largest business community and employer base, Ketchum’s continued support is critical. In order to leverage more than the projected \$55k in Blaine Co. non-Ketchum public sector and \$60k in private sector funding, the City contribution plays a pivotal “key contributor” role.

4. If you received funds from the City in fiscal year 2023, please provide specific examples of how those funds were used to benefit the community. (Expand the box as needed or submit separately.)

1. Growth/expansion of the Sun Valley Culinary Institute programs & staff
2. \$25k grant recipient for Talent Pipeline Management needs and implementation assessment
3. Participation in Wood River Early Learning Collaborative
4. Delivery of economic data and analyses to inform public & private decision-making
5. Guidance to businesses on accessing external capital, succession planning and business plans.

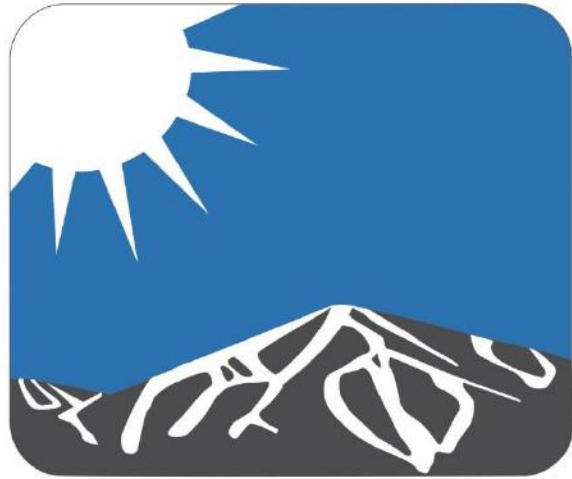
An updated ROI calculation based on methodology used by other leading Idaho ED organization is attached.

5. If you receive funds from the City in fiscal year 2024, please provide specific goals set by your organization. (Expand the box as needed or submit separately.)

SVED delivers projects and programs that create economic value for Ketchum through:

1. More Jobs: Retain existing and attract new businesses
2. Improved Sales: Increase business traffic & reduce seasonality
3. Better Decision Making: Provide timely data & analysis on the local economy
4. Removing Obstacles: Improve the local business environment
5. Delivering Significant ROI: real and positive community-wide impact from sponsored projects & programs

A strategic plan and performance metrics for SVED's current fiscal year is attached.



**SUN VALLEY  
ECONOMIC  
DEVELOPMENT**

# SVED 2023 Strategic Plan

APPROVED

# 2023 Action Plan - Framework

| Performance Objective Number | Action Plan Category                                      | Strategic Categories    |
|------------------------------|-----------------------------------------------------------|-------------------------|
| 1                            | Business Attraction, Expansion, Retention and/or Creation | BUSINESS +              |
| 2                            |                                                           | HOUSING & ACCOMMODATION |
| 3                            |                                                           | INFRASTRUCTURE          |
| 4                            |                                                           | WORKFORCE               |
| 5                            | Place Making                                              | RECREATION              |
| 6                            |                                                           | EVENTS                  |
| 7                            | Training                                                  | PROFESSIONAL            |
| 8                            |                                                           | OTHER                   |
| 9                            | Other                                                     | MEMBERSHIP              |
| 10                           |                                                           | FINANCIAL               |
| 11                           |                                                           | ORGANIZATIONAL          |

# Strategic Plan - Business Attraction, Creation, Expansion & Retention

|   | Potential Strategy                                             | Potential Tactics/Projects                                                                                   | Priority/<br>Weight<br>(3=Hi) | Potential Targets                                                                             |
|---|----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|-------------------------------|-----------------------------------------------------------------------------------------------|
| 1 | Attract & recruit specific/<br>focused relocation leads        | Food & Beverage services<br>Small professional offices<br>Outdoor recreation startups                        | 3                             | New/existing restaurants/brands<br>Professional, PE, VCs, etc.<br>Ski, bike, etc              |
| 2 | Respond to Commerce RFPs                                       | As needed                                                                                                    | 2                             | Smaller low-infrastructure co's                                                               |
| 3 | Solicit & draft Idaho<br>incentive/other grant<br>applications | Tax Reimbursement Incentive (TRI)<br>Property Tax Exemption (PTE)<br>Advantage, STEP & other                 | 3                             | SUN FBO 2, etc<br>Steadfast Prop, etc.                                                        |
| 4 | Regular outreach to local<br>businesses and organizations      | Meetings & phone calls<br>Succession planning                                                                | 3                             | Commerce 75 list, minority business<br>Aging business owners                                  |
| 5 | Provide access to external<br>funding sources                  | SBA program applications<br>BBB grant applications<br>Other agency applications<br>Local grant applications  | 3                             | SBA loan application candidates<br>Seminars & grant support<br>Advise on other grant programs |
| 6 | Community education &<br>advocacy                              | Prepare periodic economic analyses<br>Publish membership newsletters<br>Advocate on critical business issues | 3                             | Quarterly issuance<br>Monthly issuance<br>Regultry issues, LOT, new technology                |

# Strategic Plan - Housing/Accommodation & Infrastructure

|   | Potential Strategy                     | Potential Tactics/Projects                                                                                                                           | Priority/<br>Weight<br>(3=Hi) | Potential Targets                                                                                                                                                       |
|---|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Community Education & Advocacy         | Affordable, Middle Income, Professional Multi-family, Tiny Home, other<br>Regulatory policy changes<br>Increase supply incentives<br>LOT for housing | 3                             | Analysis, tracking & reporting<br>Steadfast, ARCH, other<br>Height, density, other zoning policies<br>Property Tax Exemption improvement<br>Analysis for ballot measure |
| 2 | Increase Accessible Rental Options     | Long-term rental incentive policies<br>Short Term Rental market analysis                                                                             | 2                             | Rent rates, residency restrictions<br>Incentivize ST>LT rental conversion                                                                                               |
| 3 | Expand Accommodation & Lodging Options | Hotel projects<br>Support WR Tourism & Lodging Coalitions                                                                                            | 2                             | Marriott Signature, Harriman, etc<br>ExCo participation & data analysis                                                                                                 |
| 4 | Expand Sustainability Infrastructure   | Sustainability Committee participation<br>Baldy Forest Health participation<br>Identify & share grant opportunities                                  | 2                             | Support lead organization efforts                                                                                                                                       |
| 5 | Improve Transportation Systems         | Increase SUN access & capabilities<br>Improve Commuting/Public Transit                                                                               | 1                             | Support lead organization efforts                                                                                                                                       |



# Strategic Plan - Workforce

|   | Potential Strategy                | Potential Tactics/Projects                                                                        | Priority/<br>Weight<br>(3=Hi) | Potential Targets                                                                                       |
|---|-----------------------------------|---------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------------------------------------------------------------------------------|
| 1 | Improve Vocational Pathways       | Leverage TPM® infrastructure<br>Build Apprenticeship programs<br>Create Internship/other programs | 3                             | Inventory business needs<br>SV Culinary Institute, Const/Trades<br>Engage local educators & NFPs        |
| 2 | Expand Childcare Options          | Increase existing capacity<br>Develop new capacity                                                | 2                             | Early Youth Educational committee<br>participation                                                      |
| 3 | Attract Talent                    | Quality of Place marketing<br>Remote worker marketing<br>Corporate event leverage                 | 1                             | New QOP metrics & campaign<br>Friends & family, trailing spouses, etc<br>Enhance experiences & exposure |
| 4 | Community Education &<br>Advocacy | Living wage/ALICE analysis<br>Labor statistics analysis                                           | 1                             | Support lead organization efforts<br>Analyze workforce gaps                                             |

# Strategic Plan - Place Making/Training/Other

|   | Potential Strategy                           | Potential Tactics/Projects                                                                       | Priority/<br>Weight<br>(3=Hi) | Potential Targets                                                                              |
|---|----------------------------------------------|--------------------------------------------------------------------------------------------------|-------------------------------|------------------------------------------------------------------------------------------------|
| 1 | Increase recreational assets & opportunities | Grow Sun Valley Culinary Institute<br>Baldy Forest Health participation<br>Develop new RV parks  | 3                             | Increase BCSD & rest. engagement<br>Private land match applications<br>Parcel advocacy         |
| 2 | Deliver SVED Community Events                | Conduct 1-3 Forums and/or Summit<br>Implement social media program                               | 3                             | Keynote speakers, vibrant themes<br>LinkedIn, etc                                              |
| 3 | Improve SVED team skills & influence         | Increased IEDA engagement<br>RIVDA Loan Board participation                                      | 2                             | Participate in Legislative committee<br>Conduct SBA regional loan reviews                      |
| 4 | Expand Membership rooster                    | Improve member value proposition<br>Sustain participating membership<br>Broadcast SVED successes | 3                             | Adjust membership benefits<br>Achieve 75 business outreach target<br>ROI methodology           |
| 5 | Maintain/improve Financial Performance       | Optimize P&L performance<br>Secure additional grants<br>Optimize EIDL loan                       | 3                             | Positive Summit & overall P&L<br>iWDC/other program admin. fees<br>Secure incremental interest |
| 6 | Optimize organizational Structure            | Evaluate collaboration alternatives<br>Refresh Board<br>Access additional work capacity          | 3                             | Other NFPs<br>Diversity & new blood<br>Board volunteers, interns, othe                         |

# SVED 2023 Performance Criteria

| ANNUAL PERFORMANCE CRITERIA (DRAFT) |                                            |                                                                                                                                                                          |                          |                     |     |
|-------------------------------------|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|---------------------|-----|
| Performance Objective Number        | Action Plan Category                       | Performance Criteria/Assessment                                                                                                                                          | Target Date for Delivery | Weight (1=lo, 3=hi) | %   |
| 1                                   | Business Attraction, Retention & Expansion | Attract & recruit businesses for relocation based on targeted criteria such as industry, scale, local impacts & doability; support with provision of timely advise/ data | 30-Dec-23                | 3                   | 13% |
| 2                                   |                                            | Advocate for and/or support five (5) local businesses with economic development objectives and/or with government incentive programs.                                    | 30-Dec-23                | 3                   | 13% |
| 3                                   |                                            | Develop/support workforce housing project implementation                                                                                                                 | 30-Dec-23                | 3                   | 13% |
| 4                                   |                                            | Participate in five (5) tourism/hospitality-related expansion activites/programs                                                                                         | 30-Dec-23                | 2                   | 8%  |
| 5                                   |                                            | Support expansion of professional & other programs at Sun Valley Culinary Institute                                                                                      | 30-Dec-23                | 2                   | 8%  |
| 6                                   | Place Making                               | Provide strategic and/or analytical support to three (3) community events, organizations and/or networks                                                                 | 30-Dec-23                | 1                   | 4%  |
| 7                                   |                                            | Deliver three (3) community educational events                                                                                                                           | 30-Nov-23                | 2                   | 8%  |
| 8                                   |                                            | Conduct a minimum of six (6) annual conversations with each local government/representative                                                                              | 30-Dec-23                | 2                   | 8%  |
| 9                                   | Training                                   | Particpate in eight (8) community economic development seminars, conferences, networking, webinar and/or other events                                                    | 30-Dec-23                | 1                   | 4%  |
| 10                                  | Other                                      | Outreach to eight (8) local businesses/organizations per month                                                                                                           | 30-Dec-23                | 3                   | 13% |
| 11                                  |                                            | Secure seven (7) new or lapsed members, and maintain YE membership of 75                                                                                                 | 30-Dec-23                | 2                   | 8%  |
| 12                                  |                                            | Maintain three (3) year ROI of at least \$5 delivered for each \$1 invested by community                                                                                 | 30-Dec-23                | 3                   | 13% |
| 13                                  |                                            | Deliver positive YE net operating income                                                                                                                                 | 30-Dec-23                | 3                   | 13% |

**Sun Valley Economic Development, Inc.**  
**FY 2022 ACTUALS**  
 January - December 2022

|                               | FY22              |                   |
|-------------------------------|-------------------|-------------------|
|                               | Actual            | Budget            |
| <b>Income</b>                 |                   |                   |
| Income                        |                   |                   |
| Events                        |                   |                   |
| Summit                        |                   |                   |
| Registrations                 | 5,175             | 7,500             |
| Sponsorships                  | 2,100             | 7,500             |
| <b>Total Summit</b>           | <b>\$ 7,275</b>   | <b>\$ 15,000</b>  |
| <b>Total Events</b>           | <b>\$ 7,275</b>   | <b>\$ 15,000</b>  |
| Grant Income                  |                   |                   |
| Idaho Power                   |                   | 2,500             |
| IWDC Grant Incoe (Restricted) | 3,125             |                   |
| Other Grant Income            | 1,000             |                   |
| State Dept of Commerce        | 27,200            | 24,150            |
| <b>Total Grant Income</b>     | <b>\$ 31,325</b>  | <b>\$ 26,650</b>  |
| Private Sector                |                   |                   |
| Membership                    | 51,150            | 40,000            |
| <b>Total Private Sector</b>   | <b>\$ 51,150</b>  | <b>\$ 40,000</b>  |
| Public Sector                 |                   |                   |
| Blaine County                 |                   | 30,000            |
| Hailey                        | 3,000             | 4,000             |
| Ketchum                       | 10,000            | 10,000            |
| Kura                          | 15,000            | 15,000            |
| Sun Valley                    | 7,500             | 8,500             |
| <b>Total Public Sector</b>    | <b>\$ 35,500</b>  | <b>\$ 67,500</b>  |
| <b>Total Income</b>           | <b>\$ 125,250</b> | <b>\$ 149,150</b> |
| Interest Income               | 5                 | 12                |
| z In Kind Revenue & Services  | 15,800            | 15,000            |
| <b>Total Income</b>           | <b>\$ 141,055</b> | <b>\$ 164,162</b> |
| <b>Gross Profit</b>           | <b>\$ 141,055</b> | <b>\$ 164,162</b> |
| <b>Expenses</b>               |                   |                   |
| Expenses                      |                   |                   |
| Project Expenses              |                   |                   |
| Forums & Meetings             | 0                 |                   |
| Incubation                    |                   |                   |
| Culinary                      | 1,000             |                   |
| <b>Total Incubation</b>       | <b>\$ 1,000</b>   | <b>\$ 0</b>       |
| <b>Total Project Expenses</b> | <b>\$ 1,000</b>   | <b>\$ 0</b>       |
| <b>Total Expenses</b>         | <b>\$ 1,000</b>   | <b>\$ 0</b>       |
| Office Administration         |                   |                   |
| Accounting                    |                   |                   |

Late Receipt; included in 2023 financials

|                                       |                   |                   |
|---------------------------------------|-------------------|-------------------|
| General Accounting                    | 4,223             | 3,600             |
| Tax Preparation                       | 1,077             | 1,200             |
| <b>Total Accounting</b>               | <b>\$ 5,299</b>   | <b>\$ 4,800</b>   |
| Bank Costs                            | 855               | 600               |
| Dues & Subscriptions                  | 759               | 350               |
| Other Fees & Service                  | 2,687             | 1,700             |
| <b>Total Office Administration</b>    | <b>\$ 9,601</b>   | <b>\$ 7,450</b>   |
| <b>Operating Expenses</b>             |                   |                   |
| <b>Compensation</b>                   |                   |                   |
| <b>Executive Director</b>             |                   |                   |
| Base                                  | 100,000           | 98,663            |
| Bonus                                 | 8,530             | 9,733             |
| <b>Total Executive Director</b>       | <b>\$ 108,530</b> | <b>\$ 108,396</b> |
| <b>Total Compensation</b>             | <b>\$ 108,530</b> | <b>\$ 108,396</b> |
| Consulting                            | 7,209             | 8,000             |
| Marketing                             | 5,806             | 5,500             |
| Professional Fees                     |                   | 200               |
| Training                              | 535               | 500               |
| Travel, Meals & Entertainment Expense | 5,665             | 5,000             |
| Web Site                              | 390               | 1,000             |
| <b>Total Operating Expenses</b>       | <b>\$ 128,135</b> | <b>\$ 128,596</b> |
| Uncategorized Expense                 |                   | 535               |
| <b>Total Expenses</b>                 | <b>\$ 138,737</b> | <b>\$ 136,581</b> |
| <b>Net Operating Income</b>           | <b>\$ 2,319</b>   | <b>\$ 27,581</b>  |
| <b>Other Expenses</b>                 |                   |                   |
| In-Kind Revenue & Services            | 15,800            | 15,000            |
| Loans Repayment & Miscellaneous       | 0                 | 1,905             |
| <b>Total Other Expenses</b>           | <b>\$ 15,800</b>  | <b>\$ 16,905</b>  |
| <b>Net Other Income</b>               | <b>\$ -15,800</b> | <b>\$ -16,905</b> |
| <b>Net Income</b>                     | <b>\$ -13,481</b> | <b>\$ 10,676</b>  |

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**Sun Valley Economic Development, Inc.**  
**FY 2023 Budget APPROVED**  
 January - December

|                                         | <b>Approved<br/>FY23<br/>Budget</b> |
|-----------------------------------------|-------------------------------------|
| <b>Income</b>                           |                                     |
| <b>Income</b>                           |                                     |
| <b>Events</b>                           |                                     |
| <b>Summit</b>                           |                                     |
| Registrations                           | \$ 2,000                            |
| Sponsorships                            | \$ 7,500                            |
| <b>Total Summit</b>                     | <b>\$ 9,500</b>                     |
| <b>Total Events</b>                     | <b>\$ 9,500</b>                     |
| <b>Grant Income</b>                     |                                     |
| <b>Idaho Power</b>                      |                                     |
| IWDC Grant Incoe (Restricted)           | \$ 21,875                           |
| Other Grant Income                      | \$ 1,000                            |
| State Dept of Commerce                  | \$ 24,100                           |
| <b>Total Grant Income</b>               | <b>\$ 46,975</b>                    |
| <b>Private Sector</b>                   |                                     |
| <b>Membership</b>                       | \$ 60,000                           |
| <b>Total Private Sector</b>             | <b>\$ 60,000</b>                    |
| <b>Public Sector</b>                    | \$ -                                |
| <b>Blaine County</b>                    | \$ 55,000                           |
| <b>Hailey</b>                           | \$ 3,000                            |
| <b>Ketchum</b>                          | \$ 15,000                           |
| <b>Kura</b>                             | \$ 5,000                            |
| <b>Sun Valley</b>                       | \$ 6,500                            |
| <b>Total Public Sector</b>              | <b>\$ 84,500</b>                    |
| <b>Total Income</b>                     | <b>\$ 200,975</b>                   |
| <b>Interest Income</b>                  | \$ 2,800                            |
| <b>z In Kind Revenue &amp; Services</b> | \$ 18,000                           |
| <b>Total Income</b>                     | <b>\$ 221,775</b>                   |
| <b>Gross Profit</b>                     | <b>\$ 221,775</b>                   |
| <b>Expenses</b>                         |                                     |
| <b>Expenses</b>                         |                                     |
| <b>Project Expenses</b>                 |                                     |
| Forums & Meetings                       | \$ 10,000                           |
| <b>Incubation</b>                       |                                     |
| Culinary                                | \$ 1,000                            |
| <b>Total Incubation</b>                 | <b>\$ 1,000</b>                     |
| <b>Total Project Expenses</b>           | <b>\$ 11,000</b>                    |
| <b>Total Expenses</b>                   | <b>\$ 11,000</b>                    |
| <b>Office Administration</b>            | \$ -                                |
| <b>Accounting</b>                       |                                     |

|                                       |                   |
|---------------------------------------|-------------------|
| General Accounting                    | \$ 5,000          |
| Tax Preparation                       | \$ 1,500          |
| <b>Total Accounting</b>               | <b>\$ 6,500</b>   |
| Bank Costs                            | \$ 900            |
| Dues & Subscriptions                  | \$ 1,000          |
| Other Fees & Service                  | \$ 3,000          |
| <b>Total Office Administration</b>    | <b>\$ 24,400</b>  |
| <b>Operating Expenses</b>             |                   |
| <b>Compensation</b>                   |                   |
| <b>Executive Director</b>             |                   |
| Base                                  | \$ 100,000        |
| Bonus                                 | \$ 10,000         |
| <b>Total Executive Director</b>       | <b>\$ 110,000</b> |
| <b>Total Compensation</b>             | <b>\$ 110,000</b> |
| Consulting                            | \$ 29,875         |
| Marketing                             | \$ 10,000         |
| Professional Fees                     | \$ 200            |
| Training                              | \$ 800            |
| Travel, Meals & Entertainment Expense | \$ 5,300          |
| Web Site                              | \$ 1,600          |
| <b>Total Operating Expenses</b>       | <b>\$ 157,775</b> |
| Uncategorized Expense                 | \$ -              |
| <b>Total Expenses</b>                 | <b>\$ 193,175</b> |
| <b>Net Operating Income</b>           | <b>\$ 28,600</b>  |
| <b>Other Expenses</b>                 |                   |
| In-Kind Revenue & Services            | \$ 18,000         |
| Loans Repayment & Miscellaneous       | \$ 4,572          |
| <b>Total Other Expenses</b>           | <b>\$ 22,572</b>  |
| <b>Net Other Income</b>               | <b>\$ 6,028</b>   |
| <b>Net Income</b>                     | <b>\$ 6,028</b>   |

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City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: August 7, 2023 Staff Member/Dept: Morgan Landers, AICP – Director of Planning & Building

Agenda Item: Recommendation to approve Master Professional Service Agreement #23128 and Task Order #1 with Clarion Associates for Phase 1 of the comprehensive plan and code update project.

Recommended Motion:

Motion: I move to approve the Master Professional Services Agreement with Clarion Associates and Task Order #1, the development of a scope of work, public engagement plan, schedule, and budget for an update to the City’s 2014 Comprehensive Plan and Land Use Regulations.

Reasons for Recommendation:

- A public Request for Proposals/Qualifications was conducted to identify a consultant for the project. Clarion Associates was ranked the top firm out of six proposals by the city’s selection committee.
• Clarion Associates has a strong background in both comprehensive planning and code drafting, specifically when the two projects are executed in tandem.
• Clarion Associates has experience with Idaho communities and the state regulatory environment that frames how land use regulations can be used to achieve desired outcomes.
• Task Order #1 is only for the scoping exercise outlined in the request for proposals. This scoping exercise is a joint effort between the city, key stakeholders, and Clarion to determine the best approach to the project as these types of projects can be done in a variety of ways.

Policy Analysis and Background (non-consent items only):

PROCESS
The City issued an RFP/RFQ on March 29, 2023 (see attachment 2) soliciting responses from consultants to lead an audit and focused update to the City’s 2014 Comprehensive Plan and Land Use Regulations (Title 12 – Streets, Title 15 – Buildings and Construction, Title 16-Subdivision Regulations, and Title 17-Zoning Regulations).
Six responses were received from qualified consultants and three firms were selected through an evaluation and ranking process to participate in a virtual interview. Firms were ranked based on:
• completeness of their proposals
• understanding of the project and approach
• composition of their team
• qualifications of team members
All three firms were ranked through the interview process and invited to respond to follow-up questions from the committee. At the conclusion of the process Clarion Associates proposal (see



attachment 3) was selected as the committee’s first choice and was invited to negotiate a contract (see attachment 1).

The evaluation, ranking, and interview committee consisted of City Council Member Courtney Hamilton, Planning and Zoning Commissioner Susan Passovoy, City Administrator Jade Riley, Planning and Building Department Director Morgan Landers, Senior Planner Abby Rivin, and Consulting Project Manager Daren Fluke.

**PROJECT**

The project will be executed in three phases:

1. A scoping phase that includes development of a detailed public engagement plan, scope of work, schedule, and budget for Phases 2 and 3.
2. An audit of the 2014 Comprehensive Plan and Land Use Regulations and attendant public engagement. The intent is to refresh the adopted comprehensive plan to ensure consistency the city policies and community goals and objectives and identify plan-zone conflicts or goals and objectives of the adopted plan that are not achievable given the constraints, omissions, or clarity of the land use regulations. Notable deliverables include the audit summarizing findings, a summary of the public engagement efforts and significant findings, and a draft and final update to the 2014 Plan for the consideration of the P&Z Commission and City Council.
3. Building on the previous two phases of work, Phase 3 will be focused on a reorganization and modernization of the City’s land use regulations, primarily Titles 16 and 17 of the Ketchum City Code. This phase of work will include a robust public engagement effort and will result in a zoning scheme and ordinance with land use regulations specifically designed to achieve the goals and objectives of the updated comprehensive plan resulting from the Phase 2 work and other city adopted plans.

**NEXT STEPS**

Once the signed agreement is in place the consultant will conduct an audit of the 2014 Comprehensive Plan which includes a high-level review of Titles 12, 15, 16 and 17 of the Ketchum City Code, the Transportation Master Plan, Housing Action Plan, Sustainability Action Plan, Historic Preservation program, Design Review regulations and other pertinent plans and documents used by the city when making land use decisions. That work will be conducted August 8-25 and will be followed by a kickoff in Ketchum August 28-30. During that time the consultant will lead a series of workshops and interviews intended to build on the audit, to develop an understanding of the community, and to identify perceived weaknesses and disconnects within the comprehensive plan and land use regulations. In addition, the consultant and staff team will conduct a joint session of the Planning and Zoning Commission and City Council on August 29 where the project team will hear from the elected and appointed officials and report out on the workshops and interviews.

Subsequent to the August work, the consultant will begin work on the Phase 1 deliverables which are expected in draft form by mid to late September and in final form before the end of October.

**Sustainability Impact:**

The updated comprehensive plan will further refine the existing sustainability goals in the plan. The land use regulations will be designed to help achieve the City’s sustainability goals and objectives.

**Financial Impact:**

|                                  |                                                                                                                                                                                                                                                                     |
|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Adequate funds exist in account: | Task Order #1 is for a lump sum of \$9,500 and is budgeted in the Planning and Building Department’s Professional Services Budget. This amount is consistent with the anticipated amount presented to the City Council in March 2023. Scoping, schedule, and budget |
|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|  |                                                                                                                                            |
|--|--------------------------------------------------------------------------------------------------------------------------------------------|
|  | for subsequent phases of work will be developed through the execution of TO#1 and are intended to be budgeted through FY 2024 and FY 2025. |
|--|--------------------------------------------------------------------------------------------------------------------------------------------|

Attachments:

|                                                                               |
|-------------------------------------------------------------------------------|
| 1. Professional Services Agreement # 23128 and Task Order #1                  |
| 2. City RFP/RFQ for Update to the Comprehensive Plan and Land Use Regulations |
| 3. Clarion Associates proposal in response to Ketchum RFP/RFQ                 |
| 4. Ketchum Purchase Order #23128                                              |



City of Ketchum

**Attachment 1:  
Professional Services  
Agreement #23128 and Task  
Order #1**



City of Ketchum

**PROFESSIONAL SERVICES AGREEMENT #23128  
CLARION ASSOCIATES**

This CONTRACT FOR SERVICES (“Agreement”) is entered into effective as of the 7<sup>th</sup> day of August 2023, by and between the City of Ketchum, an Idaho municipal corporation (“City”), and Clarion Associates (“Contractor”).

**RECITALS**

- A. The City desires to conduct an audit and focused update to the 2014 Comprehensive Plan and a full rewrite of land use regulations (the “Project”). The project objectives include: (1) achieve alignment between the updated comprehensive plan, other adopted plans, and the code to support the community’s vision, goals, and policies; (2) integrate progressive and sustainable policies and practices to support smart growth and environmental stewardship; (3) develop regulations in plain English that improve customer service by making the code user friendly, streamlined, and fair with high quality visual references; and (4) develop design guidelines and a design review process that fosters creativity and results in quality design.
- B. The Project will be executed in three phases. Phase 1 of the Project includes: (1) developing scope of work, public engagement plan, and schedule, (2) data gathering and identification of data gaps that need to be filled prior to execution of the Project, (3) an audit of the 2014 Comprehensive Plan, and (4) a draft approach to the code rewrite. Phase 2 will include an update to the 2014 Comprehensive Plan based on the audit and the attendant public engagement. Phase 3 will include a rewrite of the zoning and subdivision ordinances and attendant public engagement. Each phase of the project will be authorized as a separate Task Order pursuant to the terms of this Professional Services Agreement.
- C. The Project is an extensive process involving comprehensive community engagement and technical analysis that requires consultant support.
- D. The Contractor has the necessary technical expertise and project experience to complete the above referenced work.

**FINDINGS**

- A. The City is a municipal corporation duly organized and existing under the laws of the State of Idaho.
- B. The City is empowered to enter into contracts and take such steps as are reasonably necessary to maintain the peace, good government and welfare of the City. Idaho Code §50-301 *et seq.*
- C. Contractor independently provides certain professional services which may be beneficial and of use for the general welfare of the City.

D. The City finds that it is economical and efficient and that it is in the best interests of the City to contract with Contractor for certain services as set forth herein (“Services”).

NOW, THEREFORE, the Parties enter into this Agreement according to the following terms and conditions:

1. **Description of Services.** The Contractor shall complete the tasks on the schedule as outlined in Task Order #1 and attached as Exhibit A, incorporated herein by this reference (the “Services”).
2. **Payment for Services.** City shall engage Contractor to perform professional services pursuant to this Agreement by issuing a Task Order to Contractor. Each Task Order shall clearly state that it is issued pursuant to this Agreement and shall identify the scope of services to be performed by Contractor, the schedule for performance of the Services, the method of pricing and/or compensation for Services, and other matters as may be pertinent to the individual authorization. Contractor will be compensated for Services as set forth in the task orders listed in Exhibit A, as priced on a Task Order basis.

In exchange for the Services detailed in Task Order #1, the City shall pay Contractor with an amount not to exceed nine thousand eight hundred dollars (\$9,800) to be billed at the end of each month of services. The Contractor shall track and report to the City as to the Service activities and all time expended on the Services. City will also reimburse Contractor, upon presentation of reports and receipts, for reasonable travel expenses required to provide the Services. The terms of this Agreement shall supersede any standard or preprinted terms that may be attached to or referenced in any Task Order. Invoices for payment will be submitted monthly and payment made by City upon City review and approval within approximately thirty days. The City shall remit payment within 60 days from the date of invoice.

3. **Term.** The term of this Agreement shall be through the duration and conclusion of the Services, not to exceed one year from the date of this Agreement. This term may be renewed or extended upon further written agreement between the parties. The Parties hereby agree that in the event City, in its sole and exclusive opinion, City may terminate this Contract without penalty upon thirty (30) days written notice to the Contractor. Upon receipt of such notice, neither party shall have any further obligation to the other. In the event of such termination, Contractor shall submit a report of expenditures to the City. If this Agreement is terminated by the City as provided herein, Contractor shall be paid for the work performed prior to termination, less payment or compensation previously made.
4. **Proprietary Rights.** All data, materials, reports, maps, graphics, table, memoranda, and other documents or products developed under this Agreement whether finished or not shall become the property of the City, shall be forwarded to the City at its request, and may be used by the City for any business or municipal purpose. The City agrees that if it uses products prepared by Contractor for purposes other than those intended in this Agreement, it does so at its sole risk.
5. **Independent Contractor.** Contractor performs the Services hereunder solely and exclusively as an independent contractor. Contractor is not an employee, servant, agent, partner, or joint venture of the City. The City will determine the projects or Services to be done by Contractor, but Contractor will determine the legal means by which it accomplishes the work specified by the City. This

Agreement shall not be construed to create or establish any employee-employee relationship between the City and Contractor or make Contractor eligible for any City employment benefits. Contractor is solely responsible for all withholding and payment of all applicable federal, state, and local income or payroll taxes of any kind.

6. **Assignment.** Neither Party shall assign any of its rights and/or obligations under this Agreement to any other person or entity.
7. **Representation and Warranty by Contractor.** Contractor hereby represents and warrants to City as follows:
  - a. Contractor has the knowledge, experience, expertise and office equipment resources necessary to promote, organize, manage, coordinate and produce materials, and to provide management of social media outlets, required by City.
  - b. Contractor hereby acknowledges that all writings and documents, including without limitation, email containing information relating to the conduct or administration of the public's business prepared by Contractor for City, regardless of physical form or characteristics, may be public records pursuant to Idaho Code Section 74-101 et seq. Contractor further acknowledges that, subject to certain limitations, the public may examine and take a copy of all such public writings and records. Accordingly, Contractor shall maintain such writings and records in such a manner that they may be readily identified, retrieved and made available for such inspection and copying.
8. **Default.** In the event either Party hereto defaults in its performance of any of the obligations created hereunder, the other Party may pursue any and all remedies whether at law or equity, including without limitation terminating this Agreement.
9. **Voluntary Agreement.** This Agreement is freely and voluntarily entered into by each of the Parties. The Parties acknowledge and agree that each has been represented in the negotiation of this Agreement by counsel of its own choosing or has had an opportunity and ability to obtain such representation, that it has read this Agreement, or had it read to it, that it understands this Agreement, and that it is fully aware of the contents and legal effects of this Agreement.
10. **Binding Agreement.** The provisions of this Agreement shall be binding upon, and shall obligate, extend to, and inure to the benefit of each of the legal successors, assigns, transferees, grantees and heirs of each of the Parties, and all persons who may assume any or all of the above-described capacities subsequent to the execution of this Agreement.
11. **Mediation.** Should a dispute arise and is not resolved by the Parties, the Parties shall first proceed in good faith to submit the matter to non-binding mediation with a mediator licensed in the State of Idaho. Upon completion of one attempt at mediation, either party may pursue any available legal or equitable remedy.
12. **Indemnification.** Contractor releases, holds harmless, and agrees to indemnify City from and against all claims, suits, damages (including, without limitation, damages to persons and property including deaths, and all tax responsibilities), costs, losses, and expenses, in any manner related to or

arising from the acts or omissions of Contractor, its managers, members, directors, officers, shareholders, agents, and employees.

13. **Licensing.** Contractor represents that Contractor possesses the requisite skill, knowledge, and experience necessary to perform the Services. Contractor represents it has or agrees to obtain and maintain all necessary registrations, licenses, and insurance as may be required by the State of Idaho for the performance of the Services under this Agreement.

14. **Insurance.** Contractor is not covered by the City’s liability insurance policy. Contractor shall carry and maintain liability insurance in the following minimum amounts:

|                        |                                                                        |
|------------------------|------------------------------------------------------------------------|
| General liability      | \$1,000,000.00 per occurrence;<br>\$2,000,000.00 aggregate.            |
| Commercial Auto        | \$1,000,000.00                                                         |
| Professional Liability | \$1,000,000.00                                                         |
| Worker’s Compensation  | As required by the State of Idaho, and not less than<br>\$1,000,000.00 |

Proof of said insurance shall be provided to City. Each policy of insurance required shall provide for no less than thirty-day advance notice to City prior to cancellation. In addition, the City shall be named a “Additional Insured” by all contractors and subcontractors.

15. **Notice.** All notices under this Agreement shall be in writing and addressed as follows:

CITY:  
City of Ketchum  
Attn: City Administrator  
P.O. Box 2315  
191 5<sup>th</sup> St., West  
Ketchum, ID 83340

CONTRACTOR:  
Clarion Associates  
Darcie White, Director  
1600 Stout Street, Ste. 1700  
Denver, CO 80202

16. **Compliance with Laws/Public Records.** Contractor, its managers, members, directors, officers, shareholders, agents, and employees shall comply with all federal, state and local laws, rules, and ordinances. This Agreement does not relieve Contractor of any obligation or responsibility imposed upon Contractor by law. Without limitation, Contractor hereby acknowledges that all writings and documents, including without limitation email, containing information relating to the conduct or administration of the public’s business prepared by Contractor for City regardless of physical form or characteristics may be public records pursuant to the Idaho Public Records Act. Contractor further acknowledges that, subject to certain limitations, the public may examine and take a copy of all such public writings and records. Accordingly, Contractor shall maintain such writings and records in such a manner that they may readily identified, retrieved and made available for such inspection and copying. Should Contractor wish to claim an exemption to disclosure on any record, Contractor shall identify such in advance and assume all costs of defense on any associated legal action to defend such claimed exemption from disclosure.

17. **Non-Assignment.** Contractor hereby acknowledges that City has agreed to enter this Agreement based in part on Contractor’s unique skills and reputation for professional work. Accordingly,

Contractor may not assign, subcontract, or transfer in any manner this Agreement or any of Contractor's right, title or interest in or to this Agreement without the prior written consent of City.

18. **Amendments.** This Agreement may only be changed, modified, or amended in writing executed by all parties.
19. **Non-Waiver.** The failure of either party to exercise any of its rights under this Agreement at any time does not constitute a breach of this Agreement and shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.
20. **Headings.** The headings in the Agreement are inserted for convenience and identification only and are in no way intended to describe, interpret, define, or limit the scope, extent, or intent of this Agreement or any provision hereof.
21. **Attorney Fees and Costs.** In the event that either party hereto is required to retain the services of an attorney to enforce any of its rights hereunder, the non-prevailing party shall pay to the prevailing party all reasonable costs and attorney fees incurred in such enforcement, whether or not litigation is commenced and including reasonable costs and attorney fees on appeal.
22. **Governing Law.** This Agreement shall be governed by the laws of the State of Idaho. Venue shall be in the Fifth Judicial District, Blaine County, Idaho.
23. **Entire Agreement.** This Agreement contains the entire Agreement between the parties respecting the matters herein set forth and supersedes any and all prior Agreements between the parties hereto respecting such matter.
24. **Severability.** If any part of this Agreement is held to be invalid or unenforceable, such part shall be considered as stricken and the rest of this Agreement shall continue in full force and effect and so as to preserve the agreement and intent to the fullest possible extent.
25. **Execution and Signatures.** This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
26. **Authority.** The parties executing this Agreement warrant, state, acknowledge, and affirm that they have the authority to sign the same and to bind themselves to the terms contained herein.



IN WITNESS WHEREOF, the Parties execute this Agreement.

**CITY OF KETCHUM**

**CONTRACTOR**

\_\_\_\_\_  
Neil Bradshaw, Mayor

\_\_\_\_\_  
Darcie White, Director

ATTEST:

\_\_\_\_\_  
Trent Donat  
City Clerk

## ATTACHMENT A

### Task Order #1

Scope of Work | Phase 1: Project Scoping, Data Gathering, and Comprehensive Plan Audit

## Phase 1 Approach

A preliminary schedule of tasks for Phase 1 is provided below. We anticipate a three-month timeline for completion of Phase 1, assuming a late-June start/mid-August contract initiation. Tentative timeframes for each task are provided below. Upon initiation of the contract, we will work with City staff to map out a more detailed timeline and schedule tentative calendar holds for key meetings (as applicable).

We will communicate regularly with the City's project managers through standing weekly or bi-weekly meetings (via Teams or Zoom) and respond promptly to requests and questions. In-person meetings will be scheduled as needed to support individual tasks.

### 1.1 PROJECT INITIATION

An initial kick-off meeting will be held with City staff (via Teams or Zoom) to identify key issues to be addressed, gather background data and information for Task 1.2, and identify stakeholder meeting dates.

*Timeframe: Late June*

### 1.2 COMPREHENSIVE PLAN AUDIT

Building on preliminary input and background documents (Policy/Implementation Status spreadsheet and Zone District/Future Land Use comparison table) provided by City staff project team members will conduct an audit of the 2014 Ketchum Comprehensive Plan. Key objectives for the Comprehensive Plan Audit will be to determine what is working well and should be carried forward, what needs to be updated, and what's missing altogether. The audit will focus specifically on the identification of:

- Potential policy gaps or weaknesses (e.g., lack of guidance regarding historic preservation priorities; need for cohesion with the 2022 Housing Action Plan; 5B Can (sustainability initiatives); Transportation Plan, Natural Hazard Mitigation Plan, and others);
- Data needs;
- Opportunities to improve the clarity of the Future Land Use Map and categories (e.g., the role of Downtown, neighborhood typologies, future buildout of area of impact near hospital, and re-envisioning light industrial areas);
- Key questions that will need to be answered as part of the comprehensive plan update; and
- Other potential updates that may help improve the alignment between the comprehensive plan and the land use regulations and support plan implementation.

A staff draft of the audit will be prepared in advance of stakeholder meetings during Task 1.4 to help inform discussions. Based on input received as part of Task 1.4, the audit will be finalized to serve as a guide for targeted updates to the plan as part of Phase 2 and subsequent updates to the land use regulations. The audit will include a brief synopsis of findings and recommendations for each chapter of the plan, with a focus on Chapters 2 (A Strong and Diverse Economy), 3 (Housing), 4 (Community Design and Neighborhoods), 7 (Mobility), and 12 (Future Land Use).

*Timeframe: Mid-August*

### 1.3 PRELIMINARY PUBLIC ENGAGEMENT PLAN

Clarion will prepare a preliminary Public Engagement Plan for phases two and three that touches on the “who, why, and what” of the community engagement process. Specifically, the Public Engagement Plan will:

- Establish overarching goals for public engagement;
- Outline specific groups and audiences to be engaged during each phase;
- Identify potential tools and techniques anticipated to be used during each round of outreach activities, recognizing potential differences in approach for plan vs. code projects; and
- Define roles and responsibilities for various tasks related to specific events and activities.

A staff draft of the Public Engagement Plan will be prepared in advance of the stakeholder meetings during Task 1.4 to help inform discussions. Based on input received as part of Task 1.4, the Public Engagement Plan will be finalized for scoping purposes. Additional updates will be completed, as necessary, at the beginning of Phases 2 and 3 to include meeting dates, locations (virtual or in-person), and preliminary itineraries for each round of outreach activities.

*Timeframe: Mid-August*

### 1.4 STAKEHOLDER MEETINGS

Project team members will spend two days on the ground in Ketchum to meet with staff and stakeholders and gain a deeper understanding of the issues, opportunities, and geographies that are likely to be the focus as part of the comprehensive plan and land use regulation update rewrite. A tentative agenda for this trip is as follows:

- *Monday August 28 (3:00-5:30pm):* Tour key focus areas with City staff;
- *Tuesday August 29: (Full day):*
  - Meetings with key stakeholders to help gain a broader understanding of issues and opportunities for coordination with recent and ongoing efforts in the City and region. We anticipate that this may include the Historic Preservation Commission, Sustainability Advisory Committee, as well as the Housing Department, and other stakeholders as appropriate.
  - A joint workshop to present the results of the draft Comprehensive Plan Audit and Public Engagement Plan and solicit input from the City Council and the Planning & Zoning Commission about their priorities for the comprehensive plan and land use regulation update.
- *Wednesday August 30: (Wrap up by 1:00 pm):*
  - Additional time for stakeholder meetings
  - Debrief meeting with City staff to discuss key themes and next steps.

Input received will be summarized and included as part of the Comprehensive Plan Audit.

*Timeframe: Late-August*

### 1.5 SCOPING

A scope, schedule and budget for the comprehensive plan update in Phase 2, and a preliminary approach for the land use regulation rewrite in Phase 3 will be prepared based on stakeholder input and the results of the Comprehensive Plan Audit.

*Timeframe: Mid-September*

## Cost Proposal

Our not-to-exceed cost for completion of Phase 1 is \$9,500. A breakdown of the time we anticipate it will take to complete Phase 1 and the actual cost is provided below for context. We would prefer to provide an accurate reflection of what it will take, rather than providing a budget that reflects an artificially low number of hours. We are comfortable doing this because we often need to produce some of the requested deliverables in the course of pursuing a project.

| TASK                                   | CLARION        |                |                |              | EPS            | TOTAL           |
|----------------------------------------|----------------|----------------|----------------|--------------|----------------|-----------------|
| Team Member                            | White D.       | Goebel         | Squyer         | White H.     | Prosser        |                 |
| Billable Rate \$/ Hour                 | \$185          | \$225          | \$85           | \$95         | \$250          |                 |
| <b>Phase 1: Project Chartering</b>     |                |                |                |              |                |                 |
| 1.1 Project Initiation                 | 1              | 1              | 0              | 1            | 0              | 3               |
| 1.2 Stakeholder Meetings               | 20             | 20             | 0              | 0            | 2              | 42              |
| 1.3 Comprehensive Plan Audit           | 6              | 1              | 24             | 2            | 1              | 34              |
| 1.4 Preliminary Public Engagement Plan | 2              | 2              | 12             | 0            | 0              | 16              |
| 1.5 Scoping                            | 4              | 4              | 0              | 0            | 1              | 9               |
| <b>Phase 1: Total Hours</b>            | <b>33</b>      | <b>28</b>      | <b>36</b>      | <b>3</b>     | <b>4</b>       | <b>104</b>      |
| <b>Phase 1: Total Labor</b>            | <b>\$6,105</b> | <b>\$6,300</b> | <b>\$3,060</b> | <b>\$285</b> | <b>\$1,000</b> | <b>\$16,750</b> |
| <b>Person trips</b>                    | 1              | 1              | 0              | 0            | 0              | 2               |
| <b>Phase 1: Total Travel</b>           | \$1,090        | \$1,090        | \$0            | \$0          | \$0            | \$2,180         |
| <b>Phase 1: TOTAL</b>                  | <b>\$7,195</b> | <b>\$7,390</b> | <b>\$3,060</b> | <b>\$285</b> | <b>\$1,000</b> | <b>\$18,930</b> |



City of Ketchum

# Attachment 2: City RFP/RFW for Update to Comprehensive Plan and Land Use Regulations



**REQUEST FOR QUALIFICATIONS AND PROPOSALS (RFQ/RFP)**  
**Update to the City's Comprehensive Plan and Land Use Regulations**

**Issue Date: March 29, 2023**

Contact:

Heather Nicolai  
[hnicolai@ketchumidaho.org](mailto:hnicolai@ketchumidaho.org)  
Telephone: (208) 727-5081

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

**SUBMITTAL DEADLINE**

All responses, per the requirements of this RFQ/RFP, must be received by the City of Ketchum Planning and Building Department no later than 12:00 pm MST on May 5, 2023.

**QUESTIONS AND CONTACTS**

Questions or requests for information should be submitted via email to Heather Nicolai at [hnicolai@ketchumidaho.org](mailto:hnicolai@ketchumidaho.org). Proposers should refrain from approaching other City of Ketchum staff or elected officials. The City is interested in establishing a fair and transparent selection process where proposers have equal access to all the information about the project.

[www.ketchumidaho.org](http://www.ketchumidaho.org)

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## Introduction and Background

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The City of Ketchum (the “city”) is located approximately 150 miles east of Boise in Blaine County, Idaho. The city has a population of approximately 3,588 people (census 2021) and is currently experiencing high growth pressures. Influenced by federal lands and a world-class ski resort (Sun Valley), the town has a mix of rich historical mining heritage and new recreation economies that influence the growth and development of the community.

The City is requesting proposals for consulting services from qualified professionals to lead an audit and focused update to our 2014 Comprehensive Plan and a full rewrite of the land use regulations (the code). The selected firm or team of firms will have demonstrated experience in a variety of areas, including but not limited to, developing community visions, growth policies, implementation strategies, land use, zoning, and subdivision policies and regulations. The city anticipates a multi-phased approach to the project including an initial scoping exercise with city staff, elected and appointed officials, and stakeholder input prior to the execution of work associated with the update to the comprehensive plan and code.

### *Ketchum Comprehensive Plan – Adopted 2014*

The City of Ketchum adopted its Comprehensive Plan in 2014, updating the previous version from 2001. Although the plan was adopted just nine years ago, demographic shifts seen during the pandemic and increased development pressures have spurred discussions about Ketchum’s future growth, housing, transportation, disaster preparedness, and resource management. The currently adopted comprehensive plan can be found [HERE](#). A review and focused update of the comprehensive plan is necessary to align the plan with current policies of the Housing Action Plan, Transportation Plan, Sustainability Action Plan, and other more recently adopted plans that inform the future land use and development patterns of the city and will inform the proposed update to the land use regulations noted below.

### *Land Use Regulations*

The city adopted the zoning ordinance ([Title 17](#)) in 1974 and its subdivision ordinance ([Title 16](#)) in 1979. Other Titles that intersect with land use policies are the streets standards ([Title 12](#)) and the building and construction standards ([Title 15](#)). The full municipal code can be found [HERE](#). The city has conducted piecemeal updates to amend specific land use regulations to comply with the comprehensive plan or to align with Idaho State Code. In 2015, the zoning code was restructured into a more accessible format and amended to reduce redundancies and errors. The current zoning regulations, however, have remained rooted in land use policies from Ketchum’s past. The dimensional standards that dictate allowed density, lot size, and building mass have remained largely unchanged since their adoption in 1974.

In general, the city’s regulations applicable to land use and development are:

- Difficult to navigate with related requirements dispersed throughout multiple sections and titles
- Unclear, contradictory, and/or confusing requiring costly administrative and legal determinations
- Often ineffective at promoting or achieving the city’s goals and policies
- Unclear and unpredictable regarding the development review process
- Internally inconsistent due to piecemeal amendments over time
- Lacking in appropriate graphics that make the code more legible and useful

Through this RFP process, the city will identify partners that can support the needs of the project and the dedicated staff and volunteers that will contribute time and energy toward a successful outcome. The process will include robust community outreach and workshops, a citizen’s advisory committee, a technical advisory group, partner organization meetings, and work sessions and public meetings with appointed and elected officials. The city expects the project to be a two and a half to three-year process that includes the adoption of an updated Comprehensive Plan and land use regulations in three phases of work.

## **Project Objectives**

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The following project objectives have been identified based on feedback from constituents, elected/appointed officials, and staff.

1. Achieve alignment between the updated comprehensive plan, other adopted plans, and the code to support the community’s vision, goals, and policies.
2. Integrate progressive and sustainable policies and practices to support smart growth and environmental stewardship.
3. Develop regulations that improve customer service by making the code user friendly, in plain English, streamlined, and fair with high quality visual references (images, graphics, tables, etc.)
4. Develop design guidelines and a design review process that fosters creativity and results in quality design.

## **Scope of Work**

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The city anticipates a multi-phased approach to the project as follows:

- Phase 1 – Project Scoping Exercise, Data Gathering, Comprehensive Plan Audit
  - The City prefers a collaborative approach to developing the full scope of work and anticipates one or more workshops between the consultant and staff, elected/appointed officials including City Council, Commission, and HPC to develop the process, scope of work, public engagement plan, and schedule for the project. This exercise will include discussions of community engagement expectations and process, an audit and attendant scope of revisions to the comprehensive plan, and a draft approach to the revision and adoption of the code (one full adoption or adoption in pieces). This phase will also include identification of data gaps that need to be filled prior to execution of the project and efforts to obtain that data.
  - Deliverables:
    - Scope, schedule, and budget for updating the comprehensive plan.
    - Summary document of comp plan audit results.
    - Conceptual Public Engagement Plan for all three phases of work identifying the who, how, and what of the engagement approach.
    - Draft approach to the rewrite of the land use regulations (will be finalized in phase 3).
- Phase 2 – Update of the Comprehensive Plan
  - Based on the scope of work and schedule developed in phase one, this phase will consist of creation of a detailed public engagement plan for this phase of work, updates to the current comprehensive plan and all public engagement efforts and final summary report of the same.
  - Deliverables:

- Detailed public engagement plan for comprehensive plan updates.
  - Final Summary Report of the public engagement efforts.
  - Updated Comprehensive Plan for consideration and adoption by the Planning and Zoning Commission and City Council.
  - Scope, schedule, and budget for Phase 3 rewriting land use regulations.
- Phase 3 – Rewrite of the Land Use Regulations
  - Based on the scope of work and schedule developed in phase 2, this phase will generally consist of the rewriting of Title 16, Title 17, and select revisions of Title 12 and Title 15. This phase will also include creation of a detailed public engagement plan, all public engagement efforts outlined in the plan, and a Final Summary Report of the public engagement efforts.
  - Deliverables:
    - Detailed public engagement plan for this phase of work.
    - Final Summary Report of public engagement efforts.
    - Updated land use regulations for consideration and adoption by the Planning and Zoning Commission and City Council.

Assumptions:

1. **Meeting Attendance.** The city anticipates consultant participation in regularly scheduled coordination meetings, committee meetings, limited meetings with partner organizations, workshops, and public meetings/hearings to follow the progress of the project. In-person attendance is not required for coordination meetings. In-person attendance may be required for other meetings on an as needed basis as coordinated between the city and consultant and outlined in the public engagement plan(s).
2. **Public Engagement.** During phase one of the project, the consultant and city will develop a conceptualized public engagement plan including a general community engagement strategy, identification of target communities or cohorts for engagement, needed technical/advisory/working groups, potential means and methods for conducting outreach, and identification of roles and responsibilities for execution. Detailed public engagement plans and schedules based on the conceptual plan will be developed at the outset of Phases 2 and 3. The city expects to be an active participant in the public engagement efforts up to an including managing execution of public engagement plan. The city may request that the consultant scope and price two approaches depending on the outcomes of the scoping efforts in Phase 1.
3. **Committee/Group Coordination.** City will act as liaison and coordinator of needed technical/advisory/working groups or committees, managing all logistics and administrative needs. The consultant will participate in some or all meetings as necessary and may act as facilitator depending on discussion topics. The consultant will also assist in the creation of meeting materials and information to support discussion topics.

## Project Budget and Schedule

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The total project budget and schedule will be developed during phase one of the scope of work, in conjunction with the selected consultant. A separate contract for each phase is anticipated. Phase one will be conducted on a time and materials budget with a not to exceed \$9,500. The city anticipates a two and a half to three-year process beginning in June of 2023 with anticipated completion in winter 2025. Please see the Selection Process section of this document for details on the RFP timeline.

## Submittal Requirements

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The RFP must include the following to be considered for the project.

1. **Project Understanding and Approach.** Description of the Consultant’s understanding of the overall project and a detailed schedule and approach to phase one, including the ability to meet the not-to-exceed budget. Additionally, please provide an overview of the management and communication structure of the consultant’s internal team and any subcontractors proposed for the project, including your preferred approach to project management and communication for a successful project.
2. **Consultant team.** Description of the Consultant’s team, including firm descriptions, a staffing plan, and resumes and qualifications of key personnel and subcontractors.
3. **Project Experience – Public Engagement.** Description of the consultant’s philosophy, approach, and experience in developing and executing public engagement efforts for similarly complex projects.
4. **Project Experience – Comprehensive Plans.** Description of the consultant’s experience in preparing comprehensive plans for communities of similar size and character. Please also include specific experience where the consultants have managed a sequential process of updating a comp plan and land use code. Please provide a minimum of two examples.
5. **Project Experience – Code Preparation.** Description of the Consultant’s experience in conducting comprehensive rewrites of land use codes. Please provide specific examples of how the codes content or structure changed significantly, or not, during the process. Please provide a minimum of two examples.
6. **References.** Please provide a minimum of three relevant professional references with phone and email contact information.
7. **Cost Proposal.** Please provide a time and materials cost estimate for phase one of the scope of work.

## Submittal Process

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1. The submittal process will follow the schedule as outlined below.
  - a. RFP Publication Date ..... March 29, 2023
  - b. RFQ/RFP Deadline to Submit Questions.....April 12, 2023
  - c. Response to Questions Published.....April 19, 2023
  - d. RFP Submittal Deadline .....May 5, 2023
  - e. Selection Committee Reviews Completed..... May 2023
  - f. Interviews with Consultants ..... May 2023
  - g. Selection of Consultant..... End of May 2023
2. Questions shall be sent via email no later than Wednesday, April 12, 2023, 4:00 pm MST, to Heather Nicolai, [hnicolai@ketchumidaho.org](mailto:hnicolai@ketchumidaho.org).
3. Depending on the number of respondents and initial review of submittals, the city may or may not elect to conduct interviews. All responders will be notified whether interviews will be conducted following review by the Selection Committee.
4. Format and Delivery: Please email a consolidated PDF copy to [hnicolai@ketchumidaho.org](mailto:hnicolai@ketchumidaho.org) with a subject line of “RFP Submittal – Ketchum Comp Plan and Code Rewrite”.

## Criteria for Selection

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The following criteria will be used with the evaluation of submittals:

- **Completeness:** The submittal includes all required items outlined in the RFP. **10 points**
- **Understanding & Approach:** Submitter fully understands the intent and goals of the overall project and has proposed an approach and schedule that is logical, realistic, and achievable. **35 points**
- **Team:** Abilities and qualifications of personnel, demonstrated depth and breadth of the team to achieve the goals and objectives of the project. **30 points**
- **Experience:** The Consultant's demonstrated capability on similar or related comprehensive plans and land use regulations projects. **25 points.**

## RFP Terms and Conditions

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1. Proposals that do not include all submittal requirements outlined herein shall not be considered;
2. At the City's sole discretion, the City may choose to republish this RFP;
3. The City reserves the right to accept or reject any and/or all proposals and to waive any informalities or irregularities in said proposals. The RFP does not bind the City to hire a consultant when, in the City's sole discretion, the City determines not to do so;
4. Until such time the professional services agreement is executed, there are no express or implied obligations or commitments on the part of either the City or the Consultant concerning either this RFP or any proposal associated with it;
5. At the City's sole discretion and with notice being provided to the Consultants, the City may amend the Selection Process and/or Tentative Project Schedule at any time;
6. By submitting materials for the City's consideration pursuant to this RFP, the Consultant is waiving any claim of confidentiality, trade secrets or privilege with respect to materials submitted.
7. If warranted, any updates, revisions or modifications to this RFP shall be posted on Ketchum's website at: [www.ketchumidaho.org/rfps](http://www.ketchumidaho.org/rfps) during the advertising period, and it shall be the responsibility of the Consultant to review the website during the advertising period to verify if any such updates, revisions or modifications have been made to this RFP; and
8. Only written questions will be answered. If additional information or clarification is desired, email requests should be made to at the email address listed above.
9. The selected firm will work under a Professional Services Agreement. Once an Agreement is negotiated, the following documents will be required by the selected firm prior to the commencement of any work:
  - Signed contract by both the city and the consultant(s).
  - Proof of insurance per Professional Services Agreement.
10. Being selected under this solicitation will not preclude the firm from being considered for any other projects advertised.



City of Ketchum

# Attachment 3:

## Clarion Associates proposal in response to Ketchum RFP/RFQ



Request for Qualifications and Proposals

# Update to the City's Comprehensive Plan & Land Use Regulations

Ketchum, Idaho

**CLARION**

# CLARION

1600 Stout Street, Ste 1700  
Denver, CO. 80202  
303.830.2890  
www.clarionassociates.com

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Photo Credit: Ketchum area photos provided by Adobe Stock and Clarion staff



City of Ketchum  
Attn: Heather Nicolai  
191 5th Street West  
Ketchum, ID 83340

## Re: RFP Submittal – Ketchum Comp Plan and Code Rewrite

On behalf of the Clarion Associates team, pleased to submit this proposal to assist with the Ketchum Comprehensive Plan and Code Rewrite project.

Clarion Associates is a national land-use consulting firm with offices in Denver, Colorado and Chapel Hill, North Carolina. Clarion has successfully completed dozens of comprehensive plan and development code projects throughout the Rocky Mountain West and across the country—for communities and counties in both rural and urban contexts. All of these efforts have required a strong focus on community and stakeholder engagement. Our partner in this effort is Denver-based Economic and Planning Systems (EPS), who will serve as a strategic advisor on housing, economic, and demographics, building on their current work with the City of Ketchum.

Municipal plans and codes have been the focus of our work for over thirty years. We know from experience that tackling plan and code updates simultaneously—or even back to back—is complex and requires strong leadership, effective project management, and a strong working relationship with staff and the community over an extended period of time. We believe that our team is uniquely qualified to help the City successfully navigate this process while crafting an updated plan and new code that meets Ketchum’s needs now and well into the future.

We would be thrilled to assist the City in establishing a roadmap for the process and identify ways to help stretch available resources as part of this initial phase of work. We would welcome the opportunity to speak with you further.

Sincerely,



Darcie White, AICP, Director  
Comprehensive Plan lead



Matt Goebel, AICP, Director  
Code lead



# PROJECT UNDERSTANDING & APPROACH



## PROJECT UNDERSTANDING

While it has been less than ten years since Ketchum’s 2014 Comprehensive Plan was adopted, much has changed. Housing affordability, equity and inclusion, sustainability, climate adaptation, and zoning reform are just some of the topics that are front and center in community conversations in Ketchum and across the country. The COVID-19 pandemic has also had a dramatic impact on workforce housing, demographics, growth and migration patterns, and the local economy in Ketchum and other mountain resort communities throughout the west.

In collaboration with Blaine County and other communities in the region, Ketchum has taken proactive steps to address these challenges through efforts like the 2022 Housing Action Plan, 5B Can (sustainability initiatives), Transportation Plan, Natural Hazard Mitigation Plan, and others. This Comprehensive Plan and Code Rewrite represents a logical next step for Ketchum. Key objectives for this effort will be to:

- Confirm/refine Ketchum’s overarching vision and goals for the future;
- Identify and address potential data and policy weaknesses or gaps in the current plan, and bring it into alignment with recent City and regional efforts;
- Transform the current Land Use Regulations into a modern, effective code that reflects current best practices and community priorities; and
- Engage the community and other internal/ external stakeholders in a frank and productive conversation about the future.

Achieving these objectives will require a robust public engagement strategy and a carefully crafted

process. As we noted in our cover letter, we know from experience that tackling plan and code updates simultaneously—or even back to back—is complex and requires strong leadership, effective project management, and a strong working relationship with staff and the community over an extended period of time.

## NOT-TO-EXCEED BUDGET

We are committed to meeting the not-to-exceed budget for Phase 1 of \$9,800. However, the City noted in its responses to questions that the total budget allocated for Phases 2 and 3 is \$150,000 with the potential to request additional resources based on the outcome of Phase 1. Similarly sized communities that we’ve worked with typically allocate \$150,000 or more for a plan or code as a standalone project. In our experience, it can still be tough to accomplish everything that’s desired with that more generous budget.

Based on our experience working with Ketchum on the 2014 Comprehensive Plan, we know that the community is engaged and resourceful. Clarion played a targeted role in that effort, helping to draft the plan and support City staff and local consultants that were tasked with public outreach and mapping. Our total budget for that effort was \$95K. Though it was in the “pre-Zoom” era, much of our work was done remotely.

The RFP notes that the City will identify partners that can support the needs of the project and process, including staff, volunteers, and others. We are committed to working with the City and its partners to make the most effective use of the resources that are available and ensure that the project is successful.



## PROJECT MANAGEMENT AND COMMUNICATION

We view the City's project manager and staff team as an extension of our team. We communicate regularly with our project managers (typically through standing weekly or bi-weekly meetings via Teams or Zoom) and respond promptly to requests and questions. In-person meetings will be scheduled as needed to support individual tasks.

We carefully manage our budgets and billings to ensure each team member's progress and invoices are tracking with the overall project budget for the duration of the process and actively respond to questions as they arise. We also provide monthly progress reports organized by phase to allow the client's project manager to quickly ascertain not just what activities have taken place in a given month and by which team member, but what activities we anticipate completing over the coming month. Clarion and EPS frequently partner on similar projects. Our established relationship allows us to work together efficiently and effectively.



## PHASE 1 APPROACH

A preliminary schedule of tasks for Phase 1 is provided below as a starting point for discussion. We anticipate a three-month timeline for completion of Phase 1, assuming a mid-June start. Tentative timeframes for each task are provided below. Upon initiation of the contract, we will work with City staff to map out a more detailed timeline and schedule tentative calendar holds for key meetings (as applicable).

### 1.1 PROJECT INITIATION

An initial kick-off meeting will be held with City staff (via Teams or Zoom) to identify key issues to be addressed, gather background data and information for Task 1.2, and identify stakeholder meeting dates.

- **Timeframe: Late June**

### 1.2 STAKEHOLDER MEETINGS

Project team members will spend two days on the ground in Ketchum to meet with staff and stakeholders and gain a deeper understanding of the issues, opportunities, and geographies that are likely to be the focus as part of the Comprehensive Plan and Code Rewrite. In addition to touring the area with City staff we would envision to primary tasks for this trip:

- Meetings with key stakeholders, as appropriate, to help gain a broader understanding of issues and opportunities for coordination with recent and ongoing efforts in the City and region. We anticipate that this may include the Historic Preservation Commission and Sustainability Advisory Committee, as well as City departments.

## EVALUATION SYSTEM

Existing policy direction under each topic heading was evaluated based on the following criteria:

### EXISTING POLICY FRAMEWORK



#### WELL-ESTABLISHED

Policy direction was clearly defined as part of prior planning efforts, is generally consistent with current community sentiment, and/or has resulted in substantial progress toward desired outcomes.



#### AREAS THAT REQUIRE FURTHER NURTURING

Policy direction was clearly defined as part of prior planning efforts, is generally consistent with current community sentiment, but has not advanced in a substantial way over the past ten years.



#### GAPS/EMERGING AREAS OF FOCUS

Policy direction was not provided or was not clearly defined as part of prior planning efforts. Topics reflect new ideas or areas of emerging importance to the community that warrant further discussion as part of the Comprehensive Plan update.

### MAJOR SUCCESSES SINCE 2010

Major successes reflect the community's progress in advancing adopted plans and policies related to each area.

### POTENTIAL STRATEGIES TO CARRY FORWARD

Strategies to carry forward represent existing policy directions and ongoing efforts in each area that remain valid and should be incorporated in the updated Comprehensive Plan. Additional strategies will be identified through subsequent steps in the process.

*Excerpt from the Lyons Policy Scan - Lyons Thrive Comprehensive Plan*

- A joint workshop to solicit input from the City Council and the Planning & Zoning Commission about their priorities for the Comprehensive Plan and Code Rewrite—both substantively and with respect to community engagement.
- Debrief meeting with City staff to discuss key themes and next steps

Input received will be summarized and included as part of the Comprehensive Plan Audit.

- **Timeframe: Mid-July**

### 1.3 COMPREHENSIVE PLAN AUDIT

Building on preliminary discussions with City staff and other stakeholders, project team members will conduct an audit of 2014 Ketchum Comprehensive Plan to determine what is working well and should be carried forward, what needs to be updated, and what's missing altogether. Specific gaps and data needs that are identified will help inform targeted updates to be completed during Phase 2. The Audit will serve as a guide for targeted updates to the plan as part of Phase 2.

- **Timeframe: Mid-August**

### 1.4 PRELIMINARY PUBLIC ENGAGEMENT PLAN

Clarion will prepare a preliminary Public Engagement Plan for phases two and three that touches on the “who, why, and what” of the community engagement process. Specifically, the Public Engagement Plan will:

- Establish overarching goals for public engagement;
- Outline specific groups and audiences to be engaged during each phase;
- Identify potential tools and techniques anticipated to be used during each round of outreach activities, recognizing potential differences in approach for plan vs. code projects; and
- Define roles and responsibilities for various tasks related to specific events and activities.

The Public Engagement Plan will be updated at the beginning of Phases 2 and 3 to include meeting dates, locations (virtual or in-person), and preliminary itineraries for each round of outreach activities.

- **Timeframe: Mid-August**

### 1.5 SCOPING

A scope, schedule and budget for the comprehensive plan update in Phase 2, and a preliminary approach for the land use regulation rewrite in Phase 3 will be prepared based on stakeholder input and the results of the Comprehensive Plan Audit.

- **Timeframe: Early September**

# CONSULTANT TEAM

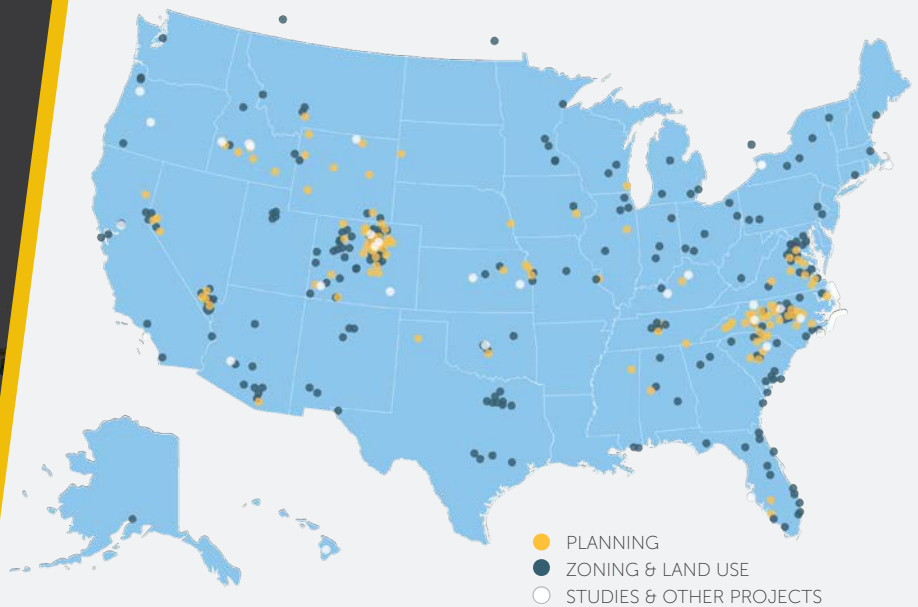
Clarion Associates is a national land-use consulting firm with offices in Denver, Colorado and Chapel Hill, North Carolina, and affiliate offices in Cincinnati and Philadelphia. Since our founding in 1992, Clarion has become particularly known for its expertise in comprehensive planning, development regulations, and plan implementation. We have developed expertise in a broad range of services, including:

- Community and regional plans;
- Community and stakeholder engagement;
- Sustainable plans and codes;
- Zoning codes and development regulations;
- Growth management; and
- Plan implementation strategies.

## CLARION

303.830.2890

www.clarionassociates.com



**31**  
years of  
effective land  
use solutions



**20**  
staff to meet the  
needs of our client  
communities



**600+**  
diverse community  
partnerships



**128+**  
adopted  
community plans



**237+**  
adopted  
development codes

**EXPERIENCE** Public sector plans and codes have been Clarion's core focus for more than 20 years. Many of our staff members have experience working on both plans and codes. This "cross-training" enables allows us to not only provide effective plan and policy direction, but to also build in recommendations regarding future code updates that may be needed to implement the plan. We are often hired to implement those recommendations following the adoption of the plan—either through targeted code amendments as an extension of the plan process or as a standalone code rewrite. Clarion has a reputation for preparing plans and codes that are accessible to stakeholders and the community while still being very strong on substance to ensure that they meet the needs of plan administrators and decision-makers. We accomplish this by focusing on organizational structure, the development of clear and concise policy language, legibility of key plan concepts, and use of illustrative graphics and images. We are highly experienced at translating complex concepts and technical data into user-friendly language and graphics.

**WHY US** Clarion takes a hands-on approach with all of its projects. Our ability to do this is supported by our emphasis on maintaining a relatively small, but highly skilled and efficient staff. We establish strong working relationships with our clients that extend from the first set of meetings through adoption.



303 623 3557

epsys.com

Denver | Los Angeles | Oakland | Sacramento



# About Economic & Planning Systems

**Economic & Planning Systems, Inc. (EPS)** is a land economics consulting firm experienced in the full spectrum of services related to real estate development, the financing of public infrastructure and government services, land use and conservation planning, and government organization.

EPS was founded on the principle that real estate development and land use-related public policy should be built on realistic assessment of market forces and economic trends, feasible implementation measures, and recognition of public policy objectives, including provisions for required public facilities and services.

## AREAS OF EXPERTISE

- ▶ Real Estate Economics
- ▶ Public Finance
- ▶ Land Use & Transportation
- ▶ Economic Development & Revitalization
- ▶ Fiscal and Economic Impact Analysis
- ▶ Housing Policy
- ▶ Public-Private Partnership (P3)
- ▶ Parks and Open Space Economics

## Clients Served

Since 1983 EPS has provided consulting services to hundreds of public- and private-sector clients in Colorado and throughout the United States. Clients include cities, counties, special districts, multi-jurisdictional authorities, property owners, developers, financial institutions, and land use attorneys.

## Staff Capabilities

The professional staff includes specialists in public finance, real estate development, land use and transportation planning, government organization, and computer applications. The firm excels in preparing concise analyses that disclose risks and impacts, support decision making, and provide solutions to real estate development and land use-related problems.

## TEAM ORGANIZATION

An overview of the team and each team member's role is provided in the organizational chart below. One-page resumes for key team members can be found on the following pages.



### CITY OF KETCHUM, IDAHO



**DARCIE WHITE, AICP**  
COMPREHENSIVE PLAN  
PROJECT MANAGER



**MATT GOEBEL, AICP**  
LAND USE REGULATIONS  
PROJECT MANAGER



**PAUL DONEGAN, AICP**  
PLAN AND CODE  
ASSOCIATE



**MAGGIE SQUYER**  
PLAN AND CODE  
ASSOCIATE



**HOLLY WHITE**  
GRAPHICS &  
OUTREACH



**MATT PROSSER**  
HOUSING, ECONOMIC  
RESILIENCE

# Darcie White, AICP

## DIRECTOR

Darcie is based in the Denver office, and has been a member of the firm since 2000. She has assisted nearly 40 U.S. communities with updates to their comprehensive plans, with a particular focus on plan implementation and strategies to promote sustainability and resilience. Darcie is passionate about working with communities to create engaging plans that establish a clear vision and roadmap for the future, while also helping to tell a story about what makes each community unique—its history, people, and built and natural environment.

### EDUCATION

Bachelor of Science, Landscape  
Architecture  
**Colorado State University**  
Graduate Coursework, Historic  
Preservation  
**Goucher College**

### EXPERIENCE

Clarion Associates, LLC  
**2000-present**  
Balloffet & Associates, Inc., Planner/GIS  
Analyst  
**1998-2000**  
Tri-County Metropolitan District, Planner  
**1996-1998**

### PUBLICATIONS

**The Planner's Use of Information  
(Chapter 6: Public Participation).** New  
York, NY: Routledge, 2019.  
**21st Century Comprehensive Plans.**  
Planning Magazine, Volume 82, Number  
3, March 2016. (with Benjamin Herman,  
et.al)  
**Planning for Solar Energy.** American  
Planning Association, PAS 575, 2014.  
(with David Morley, et.al).

### CERTIFICATIONS

American Institute of  
Certified Planners

### PROJECT SKILLS

Project management  
Facilitation/community engagement  
Plan and policy development  
Implementation

### REPRESENTATIVE PROJECTS

#### Comprehensive Plans

- **Ada County, Idaho** Comprehensive Plan Update
- **Boise, Idaho** Blueprint Boise - Comprehensive Plan Update
- **Clark County, Nevada** Master Plan and Development Code Update
- **Cheyenne, Wyoming** Plan Cheyenne Update
- **Fort Collins, Colorado** City Plan Update
- **Frisco, Colorado** Community Plan Update
- **Greeley, Colorado** Comprehensive Plan Update
- **Ketchum, Idaho** Comprehensive Plan Update
- **Longmont, Colorado** Comprehensive Plan Update
- **Lyons, Colorado** Comprehensive Plan Update
- **Manhattan, Kansas** Urban Area Comprehensive Plan Update
- **Manitou Springs, Colorado** Community Master Plan
- **Rapid City, South Dakota** Comprehensive Plan Update
- **Reno, Nevada** Master Plan Update
- **Ridgway, Colorado** Master Plan Update
- **Pueblo County, Colorado** Regional Comprehensive Plan
- **Shawnee, Kansas** Comprehensive Plan Update
- **Thornton, Colorado** Comprehensive Plan Update

#### Regional Plans/Special Studies

- **Denver Regional Council of Governments** Metro Vision Update
- **Mid-America Regional Council** Implementation Guidebook for Sustainable Development in Greater Kansas City
- **Northern Colorado Communities** North I-25 Corridor Plan
- **Salt Lake County, Utah** Best Practices for Sustainable Communities
- **Sonoran Institute** Growing Smarter at the Edge





# Matt Goebel, AICP

## DIRECTOR

Matthew Goebel is a planner and attorney in the Denver office of Clarion Associates, and a Director of the firm. He works principally in the areas of planning, zoning, and historic preservation. His numerous projects have included award-winning codes, plans, and special studies for dozens of large and small jurisdictions around the country.

## KEY PROJECTS

### Land Development Regulations

- **Alaska:** Anchorage
- **Arizona:** Buckeye, Oro Valley, Sedona, Tucson
- **California:** Pasadena, Sacramento County, Tahoe Regional Planning Agency
- **Colorado:** Buena Vista, Carbondale, Eagle County, Englewood, Erie, Fort Collins, Frisco, Garfield County, Glenwood Springs, Lake County, Longmont, Mesa County, Northglenn, Pagosa Springs, San Miguel County
- **Florida:** Tamarac
- **Idaho:** Boise
- **Michigan:** Detroit
- **Nevada:** Henderson, Reno, Sparks, Tahoe Regional Planning Agency
- **New Mexico:** Santa Fe, Silver City
- **New York:** Marcy, Syracuse
- **North Carolina:** Apex, Cary, Charlotte, Morrisville
- **Oklahoma:** Broken Arrow
- **Oregon:** Jackson County
- **South Carolina:** Greenville
- **Texas:** Addison, Arlington, Austin, Cedar Hill, Denton, Irving, Rowlett, San Antonio
- **Wisconsin:** Dodge County

### Plans and Other Studies

- **Colorado:** Economic Benefits of Historic Preservation (four editions) (award); Economic Benefits of Archaeology (History Colorado); Planning for Hazards (for Department of Local Affairs) (award); Regulatory Barriers to Affordable Housing (award)
- **Michigan:** Economic Benefits of Historic Preservation
- **North Carolina:** Apex, Cary, and Wake County growth management plans
- **Texas:** McAllen preservation plan
- **Utah:** Salt Lake City preservation plan

## EDUCATION

Juris Doctor and  
Master of Regional Planning  
**University of North Carolina, Chapel Hill**

Bachelor of Arts (Plan II Honors)  
**University of Texas at Austin**

## PROFESSIONAL ASSOCIATIONS

American Institute of Certified Planners

Denver, Colorado, and American Bar  
Associations Member

## EXPERIENCE

Partner and Vice President  
Clarion Associates, LLC  
2001 – present  
Associate, 1997-2000

Research Assistant, 1993-1997  
Professor David R. Godschalk

## PUBLICATIONS

**Rules that Shape Urban Form** American  
Planning Association, PAS 489/490, 2012.  
(with Donald Elliott and Chad Meadows)

**Aesthetics, Community Character, and  
the Law** American Planning Association,  
Planning Advisory Service 489/490, 2000.  
(with Christopher J. Duerksen)

**Natural Hazard Mitigation: Recasting  
Disaster Policy and Planning**  
Washington, D.C.: Island Press, 1999.  
(with David R. Godschalk et al.)



# Paul Donegan, AICP

## SENIOR ASSOCIATE

Paul is passionate about enhancing the way communities engage in the planning process. His diverse background in both local government and the private sector has included contributions to comprehensive plan updates, zoning code updates, area and corridor plans, and implementing plans and programs within municipal agencies.

### EDUCATION

Master of City and Regional Planning  
**California Polytechnic State University,  
 San Luis Obispo**

Bachelor of Geography  
**University of Denver**

### CERTIFICATIONS

American Institute of Certified Planners

### EXPERIENCE

Associate  
 Clarion Associates **4 years**

Associate Planner  
 SAFEbuilt Studio **3 years**

Planning Intern  
 County of San Luis Obispo **1 year**

Planner/Environmental Analyst  
 SE Group **2 years**

Planning Intern  
 Town of Ridgway **3 months**

### PROJECT SKILLS

In-person, online, and hybrid engagement  
 Equity-based zoning practices  
 Fair Housing Act (FHAA) compliance  
 Parking regulation reform  
 Integrating sustainability and resilience  
 Climate action plan implementation

### KEY PROJECTS

#### Comprehensive Plans

- **Amarillo, TX** Vision 2045 Comprehensive Plan Update
- **Buckeye, AZ** Downtown Specific Area Plan
- **Park County, WY** Plan Park County Land Use Plan Update
- **Salida, CO** Future Land Use Map Update
- **Clark County, NV** Transform Clark County Master Plan Update
- **Lyons, CO** Lyons Thrive Comprehensive Plan Update
- **Pueblo County, CO** Pueblo Regional Comprehensive Plan Update
- **Lemon Grove, CA** Imagine Lemon Grove General Plan Update\*
- **Silverthorne, CO** Blueprint Silverthorne Comprehensive Plan Update\*
- **Nederland, CO** Comprehensive Plan Update\*
- **Ridgway, CO** Land Use Plan Update\*

#### Development Codes

- **Clark County, NV** Unified Development Code Update
- **Reno, NV** Development Code Update
- **Salida, CO** Land Use Code Update
- **Allen County/Fort Wayne, IN** Targeted Zoning Ordinance Updates
- **Berkeley, CA** Zoning Ordinance Revision Project
- **Fort Collins, CO** Nature in the City Code Implementation Project
- **Mancos, CO** Land Use Code Update\*
- **Billings, MT** Project Re:Code\*
- **Cedar Rapids, IA** ReZone Cedar Rapids\*
- **Wilmington, NC** Land Development Code Update\*
- **New Hanover County, NC** Unified Development Ordinance Update\*

#### Reports and Studies

- **Denver, CO** Archaeology for a Changing Colorado

\*Work with previous firms





# Maggie Squyer

## ASSOCIATE

Maggie is an Associate in Clarion's Denver office who is passionate about neighborhood-level planning and design. Her time spent reviewing development plans, processing entitlements, and responding to land use inquiries solidified her belief that zoning is an extremely powerful- and largely misunderstood- tool that can be leveraged to improve the look and feel of the built environment. Maggie believes that everyone deserves access to safe housing, nutritious food, and well-maintained outdoor spaces.

### EDUCATION

Master of Urban and Regional Planning  
**University of Colorado - Denver**

Bachelor of Science in Sustainability  
**University of South Dakota**

### EXPERIENCE

Assistant Planner  
 City of Fargo, **2.5 years**

Development Assistance Intern  
 City of Lakewood, **1 year**

### AFFILIATIONS

American Planning Association Member  
 WTS Colorado

### KEY PROJECTS

#### Development Codes

- **Fort Collins, CO** Land Use Code Audit
- **Clark County, NV** Unified Development Code Update
- **Winnipeg, MB, CA** Zoning By-law Assessment

#### Comprehensive Plans

- **Lyons, CO** Lyons Thrive Comprehensive Plan Update
- **Park County, WY** Plan Park County Land Use Plan Update

#### Reports and Studies

- **Lakewood, CO** Alternatives to Zoning Study





# Holly White

## DESIGN LEAD

Holly is an Associate in Clarion’s Denver office. Bringing her expertise in 3D visualization and Graphic Design skillset to the Clarion team, she works to support a wide range of projects. Her passion for designing illustrative logos, clean infographics, and overall project branding help Clarion to deliver clear and beautifully designed graphics. Holly has a diverse background in Urban, Landscape, and Web Design. Above all, she is enthusiastic about helping cities and towns preserve their character while enhancing public spaces encouraging public engagement.

### EDUCATION

B.A. Urban Design  
**University of Colorado, Boulder**

Con’t. Ed. Advanced Architectural  
 Graphics **Art Institute of Colorado**

### PUBLICATIONS

*Change, Here, Now*, North Atlantic  
 Publishers 2018, Illustrator

### CERTIFICATIONS

Permaculture Design Certificate  
**Denver Permaculture Guild**  
 Graphic Recorder Certificate  
**Graphic Change**

### EXPERIENCE

Design Lead, **2022-present**  
 Graphics and Marketing,  
 Clarion Associates **2018-2022**

Graphic Designer,  
 United Airlines **2016-2018**

Creative Services,  
 The Aquaponic Source **2012-2016**

### PROJECT SKILLS

Project Management  
 Document Design  
 Website Development  
 3D Visualization  
 Graphic Design  
 Graphic Recording & Illustration

## KEY PROJECTS

### Comprehensive Plans

- **Clark County, NV** Transform Clark County Comprehensive Plan
- **Lyons, CO** Lyons Thrive Comprehensive Plan
- **Park County, CO** Plan Park County Land Use Plan
- **Pueblo County, CO** Pueblo Regional Comprehensive Plan

### Development Codes

- **Albany, NY** Unified Sustainable Development Ordinance
- **Colorado Springs, CO** ReTool COS Development Code Graphics
- **Larimer County, CO** Land Development Code
- **Reno, NV** Zoning Code RENOvation
- **Parker, CO** Land Development Ordinance

### Document Design

- **Clark County, NV** Transform Clark County Comprehensive Plan
- **History Colorado** Economic Benefits of Archaeology
- **Fort Collins, CO** Air Quality Report – City Plan
- **Syracuse, NY** ReZone Syracuse Administrative Manual

### Branding & Websites

- **History Colorado** [The Economic Benefits of Archaeology](#)
- **Clark County, NV** [Transform Clark County](#)
- **Lyons, CO** [Lyons Thrive Comprehensive Plan](#)
- **Pueblo County, CO** [Pueblo Regional Comprehensive Plan](#)
- **Black Mountain, NC** Elevate Black Mountain Comprehensive Plan
- **Bozeman, MT** Affordable Housing Code Audit





# Matt Prosser

Principal

**Matt Prosser** is a planner and economist with 18 years of experience in land planning and real estate economics. Matt has a broad base of experience and education in planning, urban design, and real estate. He has worked on several comprehensive plans, subarea plans and downtown revitalization studies. His depth of experience in comprehensive planning focuses on demographic and economic forecasting, and market demand analysis. He has also worked on several economic development related projects and plans including growth and land use strategies and policy development, incentive policies, public financing strategies and fiscal and economic impact studies. Matt has background knowledge of land use and entitlement planning, real estate development and finance, and Geographic Information Systems (GIS).

### Education

Master of Urban & Regional Planning, University of Colorado at Denver

Bachelor of Environmental Design, University of Colorado at Boulder

### Employment History

16 Years with EPS

18 Years Experience

### Affiliations

American Planning Association

Urban Land Institute

### Speaking

#### Engagements

American Planning Association "Planning Amidst Denver's Rapid Growth" New Orleans, LA May 2018

American Planning Association CO Chapter "Future of Industrial Uses in Colorado" Keystone, CO October 2018

American Planning Association CO Chapter "Oh, Where Will the Millennials Move Next?" Telluride, CO October 2017

### SELECTED PROJECT EXPERIENCE

- Commercial Demand and Infill Feasibility Analysis | Ketchum, ID (current)
- Park County Land Use Plan, Park County, WY
- Manitou Community Master Plan | Manitou Springs, CO
- Regional Comprehensive Plan | Pueblo County, CO
- SA Tomorrow Comprehensive Plan | San Antonio, TX
- SA Tomorrow Annexation and Growth Policy | San Antonio, TX
- CityPlan Update 2019 | Fort Collins, CO
- Blueprint Denver | Denver, CO
- planOKC Comprehensive Plan Retail Study | Oklahoma City, OK
- Charlotte Future 2040 Comprehensive Plan | Charlotte, NC
- Reimagine Reno Master Plan Update | Reno, NV
- Adams County Local Financing Study | Adams County, CO
- Envision Longmont Comprehensive Plan and Housing Strategy Longmont, CO
- Downtown Design Plan | Alamosa, CO
- Cheyenne Comprehensive Plan | Cheyenne, WY
- Rapid City Comprehensive Plan | Rapid City, SD
- Citywide Fiscal Impact Analysis and Development Guidelines | Sparks, NV
- Superior Comprehensive Plan Update | Superior, CO



Economic & Planning Systems, Inc.

*The Economics of Land Use*

www.epsys.com



730 17th Street, Suite 630, Denver, CO 80202



303 623 3557



mprosser@epsdenver.com

# PROJECT EXPERIENCE



## PUBLIC ENGAGEMENT

Public engagement is a fundamental part of the work that we do. Virtually every plan and code project that we have completed over the past 30 years has included a significant public engagement and/or consensus-building component. Our philosophy and approach are based on our commitment to:

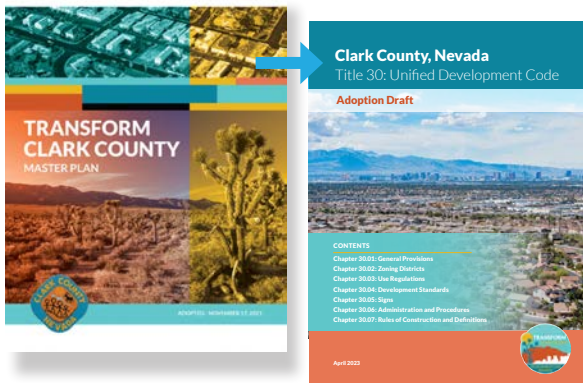
**Establishing (and maintaining) open lines of communication.** Plans and codes can't be developed in a vacuum. We work closely with both internal and external stakeholders to ensure that they are aware of the issues that the community is facing and understand how their input will be used to help shape the resulting recommendations. We strive to build trust with the local community through clear communication and by continually reporting back what we've heard, how concerns are (or aren't) being addressed, and why. This level of interaction typically happens in public forums, or in writing, to keep the process as transparent and fair as possible. We frequently work with technical and advisory committees on both plan and code projects.

**Providing broad and inclusive opportunities for engagement.** We typically structure major rounds of community engagement opportunities around key project milestones or deliverables, and include a variety of opportunities for in-person and online input during each round. We have found

that providing and advertising these extended input opportunities can result in significantly higher participation overall. We have also found that working with established organizations and leaders in the community is one of the most effective ways to engage underrepresented groups.

**Making plan and code concepts accessible to all.** Helping the community understand how topics they care about—growth management, housing affordability, climate change, environmental protection, tourism, hazard mitigation, and others—will be addressed as part of the updated Comprehensive Plan and Land Use Regulation Rewrite (and why their input matters) will be essential. We have used a variety of strategies to help inform the public about the need for plan and code updates and to encourage participation in online input opportunities or in-person events—e-blasts, FAQ handouts, map-based “tours,” story maps, and other high and low-tech methods could be used.

Our public engagement strategy is based on a combination of in-person and virtual engagement. Throughout—and prior to—the Covid-19 pandemic, we have found this hybrid approach both efficient and effective. We use a variety of online engagement tools to help make it convenient, accessible, and fun to participate.



## COMPREHENSIVE PLANS

In addition to our prior experience working with the City of Ketchum, Clarion's small, mountain resort community experience includes comprehensive plans updates for Frisco, Ridgway, and Manitou Springs, Colorado and Park County, Wyoming (current). We have completed sequential/parallel plan and code work for Frisco, Ridgway, Longmont, Fort Collins, and Erie, Colorado, as well as Boise, Idaho, and Carson City, Reno, and Clark County, Nevada. In most instances, the code work was teed up as part of the plan process and initiated immediately following the adoption of the comprehensive plan. Code work ranged from targeted updates focused on a specific plan issue (like housing) to comprehensive rewrites.

## CODE PREPARATION

We understand that no two code projects are alike because all communities are unique. Our extensive experience provides Clarion with a solid foundation for developing effective code update processes; however, we recognize that the most successful work plans are carefully created with the input of staff, taking into account local circumstances and

priorities. Clarion Associates offers an unparalleled amount of national expertise, combined with a long track record of success in similar projects. We have been working throughout the Rocky Mountain west and the entire country since the firm's founding 31 years ago, performing a full range of planning and zoning services for over 130 small, mid-sized, and large communities. Recent examples range from Sedona, Arizona; to Glenwood Springs, Colorado; to Reno, Nevada. Many of these projects resulted in code organizational changes, often moving from purely use-based organizations to hybrid approaches integrating form-based controls, and often integrating external documents (such as voluntary guidelines) into a new code as standards. A current project, Rowlett, Texas, involves the integration of two separate parallel codes (one form-based, one use-based) into a consolidated, streamlined unified code.

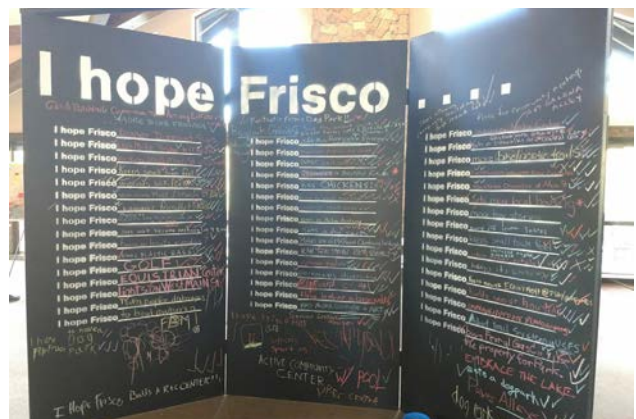
EPS is currently working with the City of Ketchum in support of Interim Ordinance 1234. EPS is completing a commercial demand analysis and infill development feasibility analysis to support requirements that will be included in a proposed permanent ordinance.

# Community Master Plan



Clarion Associates was retained by the Town of Frisco to assist with the completion of their Community Plan Update approximately one-third of the way through process. After an initial work session with Town staff to understand what work had been completed, and what remained to be done, Clarion quickly mobilized a team of specialists that included Studio Seed (to develop gateway concepts and explore corridor revitalization strategies); Fehr & Peers (to address multimodal considerations); and EPS (to evaluate workforce housing and economic considerations). Over the course of ten months, Clarion worked closely with Town staff to develop and vet key components of the plan with internal and external stakeholders and assemble a consolidated plan for adoption. Key objectives for the process were to:

- Establish a more robust policy framework and implementation strategy to guide day-to-day decision making;
- Align the plan with the many supporting plans and studies the Town had adopted separately or had underway;
- Develop the Town’s first Future Land Use Plan map and categories to build a broader understanding of the Town’s ultimate capacity for future growth;
- Establish illustrative concepts for the Town’s primary gateway corridors as a foundation for a more detailed study; and
- Create a plan that clearly conveys the community’s vision and the assets that make Frisco unique.



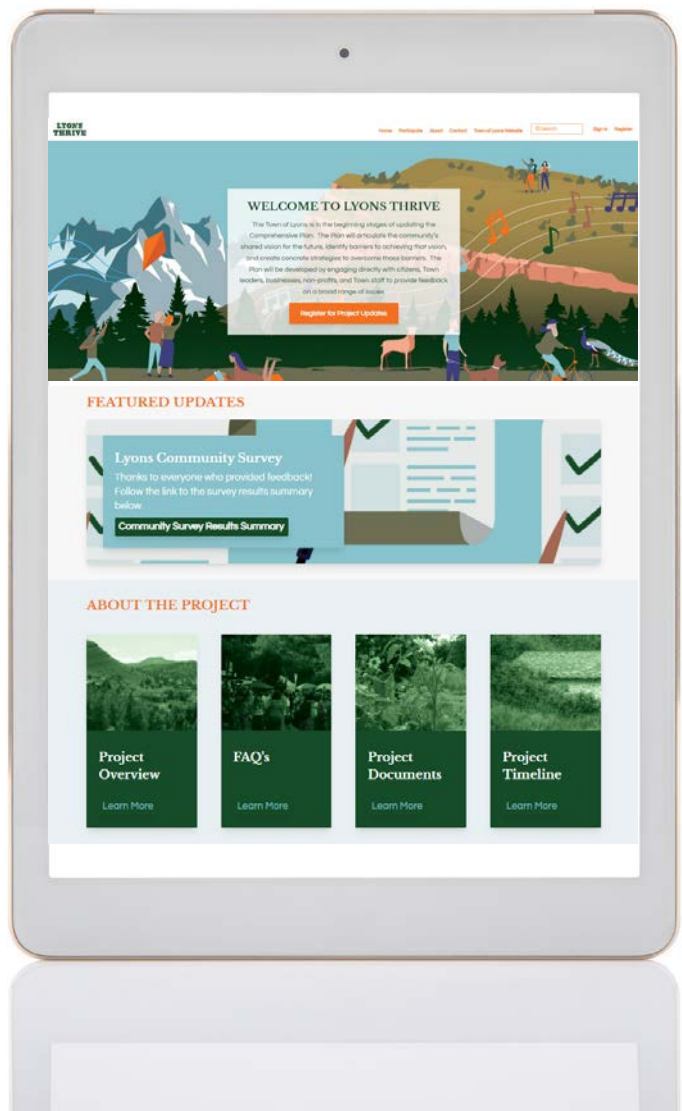
The updated Community Plan (adopted in August 2019) is closely aligned with the Town Council Strategic Plan to help ensure the community’s vision is front and center during day-to-day decision making.



# Lyons Thrive Comprehensive Plan Update



Clarion Associates, with support from Brendle Group and Fehr & Peers, worked with the Town of Lyons on a major update to its 2010 Comprehensive Plan. Lyons experienced significant damage from a major flood event in 2013. The community's ongoing recovery in the wake of this disaster, coupled with its desirability and the effects of a nationwide housing crisis, has caused considerable demographic shifts and a sharp rise in cost of living and demand for housing and other services. Lyons has limited opportunities for future growth. Key considerations for this Comprehensive Plan update were to ensure future development serves community interests, respects the surrounding natural environment, and does not put the community at additional risk from natural hazards. Clarion worked with the community to create a shared vision for the future and using the firm's expertise in housing and resiliency planning to provide a clear implementation plan that will guide future policy decisions. The updated plan was adopted in early 2023.



# Comprehensive Plan Update



Clarion Associates, with support from Root Policy Research and Warm Cookies of the Revolution, was hired by the Town of Ridgway to update and consolidate the Town’s Master Plan. Key objectives for the process were to: confirm and refine the community’s vision and values; consolidate and update the many standalone Master Plan elements under the umbrella of a single, comprehensive plan; develop new goals and strategies to help address pressing community issues, such as affordable and workforce housing; and to ensure the Town of Ridgway is well-positioned to manage growth and development over the next ten to twenty years. The Town is an active participant in the state’s Main Street and Creative District program and has seen significant reinvestment in its historic core over the past ten years. Over the course of 14 months, Clarion worked with town staff, a citizen Steering Committee, and the community to develop a plan that is reflective of the community’s vision and values. Goals and policies in the plan are organized around five community values:

- Healthy natural environment
- Sense of community & inclusivity
- Small town character & identity
- Vibrant & balanced economy
- Well-managed growth

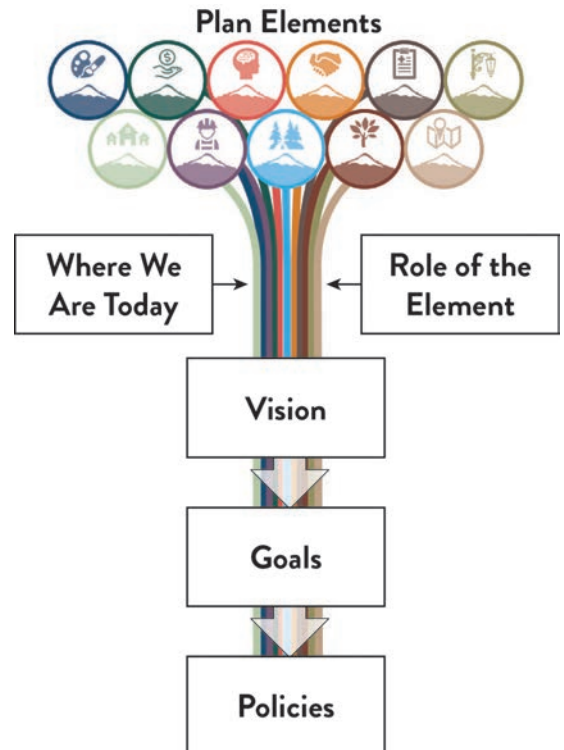
The plan includes a robust action plan to: guide the town’s efforts in each area; help leverage ongoing efforts and regional partnerships; and increase awareness of the many “hats” that town staff wear in carrying out the community’s vision. The updated plan was adopted in June 2019. Click [here](#) to view the Ridgway Master Plan.





## Creating our Future

Clarion Associates, in partnership with Acclivity Associates, led a multidisciplinary team on a hallmark project for the City of Manitou Springs; its first comprehensive master plan with a unique approach for integrating natural hazards planning into the long-range planning process. The process was spurred by events, such as the Waldo Canyon Fire in 2012 and significant flooding in 2013, the City's lack of a comprehensive policy plan and Future Land Use Plan, and the need to identify priorities and establish a plan for action. Though a robust community process, the Clarion team helped translate the community's vision for the future into specific policies and strategies that reduce risk and increase resiliency in the face of future disaster events. The Clarion team worked in partnership with City staff, elected and appointed officials, a Citizens Advisory Committee, a team of Hazard Mitigation experts, and the community at large to explore issues and opportunities; assess risks associated with the City's unique context and natural environment; explore mitigation capabilities; confirm and refine the community's vision and goals, and identify priorities for implementation. Subject matter experts from Economic and Planning Systems (housing and economic development), Felsburg, Holt & Ullevig (transportation and mobility), Icon Engineering (infrastructure and flood mitigation), and Urban Interactive Studio (online engagement tools) provided targeted input on key elements of the plan. The plan was adopted in April 2017 and was awarded a Merit Award for Community Resiliency by APA Colorado.



# Unified Development Code



Clarion Associates worked with the Town of Carbondale to revise their development regulations and consolidate the provisions into a unified development code. During the first phase of the project (completed May 2014), Clarion prepared a detailed annotated outline of how a new unified development code would be organized. The annotated outline was based on a thorough review of current regulations, analysis of best practices, and feedback from extensive stakeholder outreach.

Following the annotated outline, Clarion updated the Carbondale development regulations through a series of modules that break down the new unified development code sections into manageable parts for internal and public review. The first module was related to administration and included general provisions and procedures for development review. Clarion proposed a new site plan review process that allows administrative approval for smaller projects, while requiring Planning and Zoning Commission and the Board of Trustees approval for the larger, more complex projects. The second module included land uses and districts, which were substantially simplified and included revisions to the lot and building standards following analysis of existing neighborhood conditions. The final module addressed the town's development standards, and included several new alternatives for parking, landscaping, and building design standards.

Each module offered staff, the appointed and elected officials, and the public a chance to review and comment prior to Clarion developing a final consolidated adoption draft of the unified development code. Clarion worked closely with

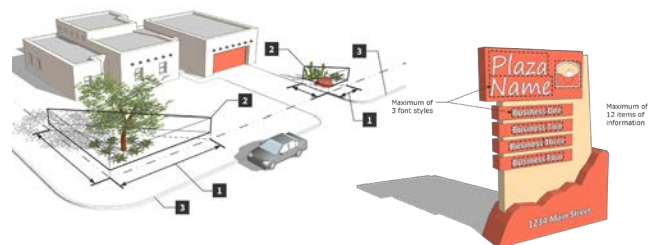


staff and the Planning and Zoning Commission on the execution of this project. Clarion, in partnership with Urban Interactive Studio, developed a project website for interested parties to review documents and provide valuable feedback throughout the course of the project. The Carbondale UDC was adopted in March 2016.



Clarion worked with the City of Sedona to update their 20-year-old land development code (LDC). The project began in late 2016 with an analysis of the current LDC as well as an annotated outline that described how the new regulations could be restructured. The code was rewritten in three parts, with a strong emphasis on implementing the Sedona Community Plan. First, the districts and uses were redesigned to be more user-friendly and to create opportunities for mixed-use. Next, the development standards were overhauled to raise the bar for quality development and to clarify the current complex design standards, including integration of the city's design review manual – in many cases turning guidelines into regulations. The final part addressed the administration and procedures, including a more streamlined approach to development review of site plans and conditional uses. Clarion then prepared a consolidated draft that was carried forward through the adoption process. Clarion worked closely with the Planning Commission and City Council during a series of workshops and study sessions during the adoption process throughout the summer and fall of 2018. The new LDC was unanimously adopted by the City Council in November 2018.

[View the Sedona LDC](#)



## 2.12. M2: Mixed-Use Office

### A. Purpose

The M2 district is intended to accommodate primarily office and supporting commercial and services and limited higher-density residential uses. The M2 district also provides community, educational, lodging, and commercial uses and incidental or accessory uses. Development in the M2 district may include limited auto-oriented uses and development patterns but is primarily intended to provide a walkable and active streetscape and be compatible with surrounding residential development.

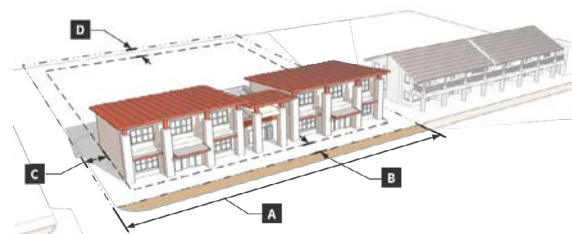
### B. M2 Lot and Building Standards

| Lot Standards (minimum)[1]    |                                          |
|-------------------------------|------------------------------------------|
| A                             | Width 60 feet                            |
|                               | Area 10,000 sq. ft.                      |
| Setbacks                      |                                          |
| B                             | Front, minimum 10 feet                   |
| C                             | Side, minimum 10 feet                    |
| D                             | Rear, minimum 20 feet                    |
| Height                        |                                          |
|                               | Building height See 2.24.E               |
| Impervious Coverage (maximum) |                                          |
|                               | Building coverage 60 percent             |
|                               | Total (residential-only lots) 70 percent |
|                               | Total (other lots) 80 percent            |

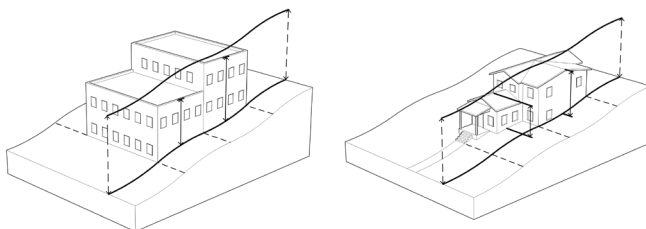
### C. Other Standards

| Other Standards                       | Location in LDC |
|---------------------------------------|-----------------|
| Measurements and Exceptions           | Section 2.24    |
| Use-Specific Standards                | Section 3.3     |
| Off-Street Parking                    | Section 5.5     |
| Landscaping, Buffering, and Screening | Section 5.6     |
| Site and Building Design              | Section 5.7     |

**Notes:**  
 [1] Residential densities are subject to the density limits of the Sedona Community Plan and adopted CFA plans.



# Development Regulations Update



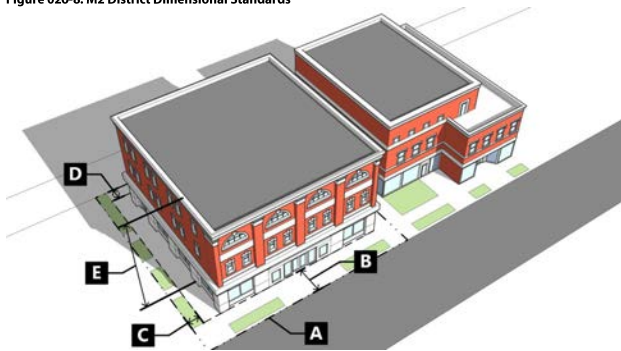
**Article 070.020: Zoning Districts**  
070.020.100 Mixed-Use Core (M2) District  
(a) Purpose

## 070.020.100 Mixed-Use Core (M2) District

### (a) Purpose

The M2 district is intended to accommodate walkable and active development within Glenwood’s core commercial areas, including but not limited to central downtown. The M2 district includes the most recognizable and prominent areas of Glenwood Springs and therefore places an emphasis on high-quality building and site design, as well as the surrounding streetscape. The M2 district is intended to allow for a mix of residential and nonresidential uses while ensuring compatibility with surrounding established neighborhoods.

Figure 020-8: M2 District Dimensional Standards

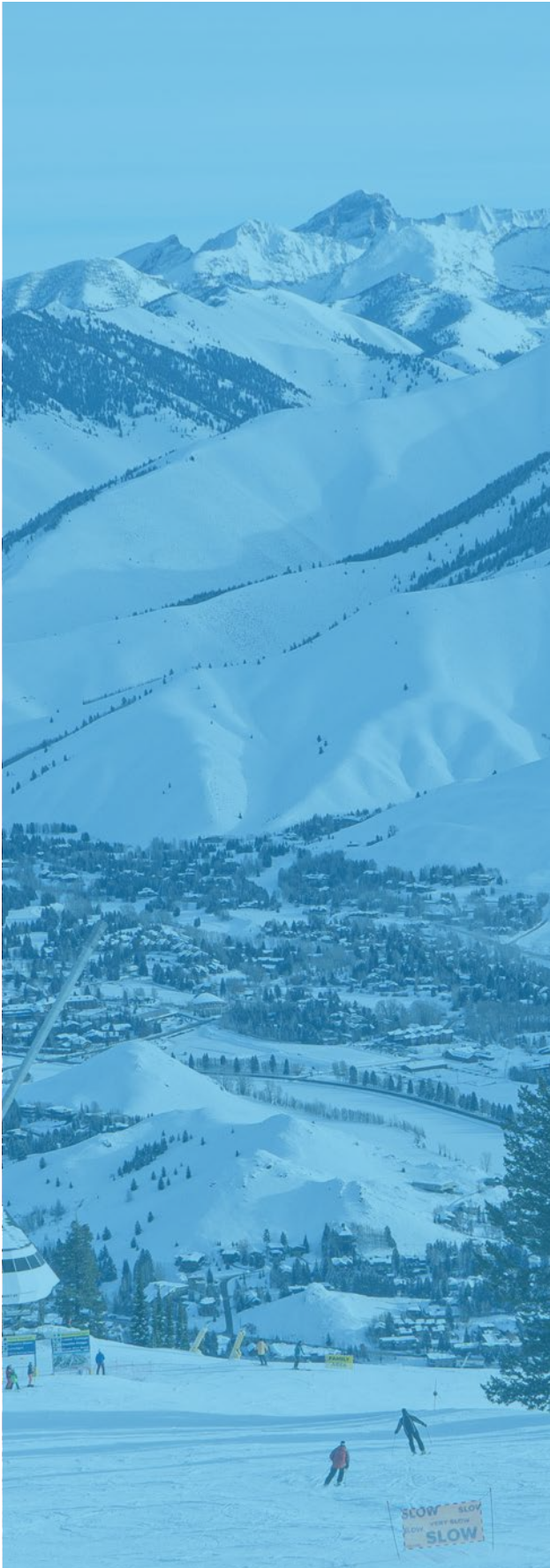


### (b) Standards

| Table 020.12: M2 District Dimensional Standards |                                      | Other Key Standards                                            |             |
|-------------------------------------------------|--------------------------------------|----------------------------------------------------------------|-------------|
| <b>Lot Standards, Minimum</b>                   |                                      | Measurements and Exceptions                                    | 070.020.190 |
| A                                               | Lot area (sq ft)                     | Table of Allowed Uses                                          | 070.030.020 |
|                                                 | Landscaped area (%)                  | Use-Specific Standards                                         | 070.030.030 |
| <b>Setbacks, Minimum</b>                        |                                      | <b>Development Standards</b>                                   |             |
| B                                               | Front, min (ft)                      | Landscaping, Screening, and Fencing                            | 070.040.050 |
|                                                 | Front, max (from arterials) (ft)     | Off-Street Parking and Loading                                 | 070.040.060 |
|                                                 | Front, max (from other streets) (ft) | Nonresidential and Mixed-Use Site and Building Design          | 070.040.090 |
| C                                               | Side, min (ft)                       |                                                                |             |
| D                                               | Rear, min (ft)                       |                                                                |             |
| <b>Building Standards, Maximum</b>              |                                      | <b>Note:</b> (1) 60 feet max building height by special review |             |
| E                                               | Building height (ft)                 |                                                                |             |
|                                                 |                                      |                                                                |             |

Clarion Associates worked with the City of Glenwood Springs to revise their development regulations. Phase 1 in 2015 included preparation of a development regulations analysis and assessment, including an annotated outline detailing how the new development regulations would be organized. That document included several recommendations for improving Glenwood’s development regulations, based on best practices from other communities and feedback from stakeholder outreach.

Phase II, which kicked off in March 2016, involved an overhaul of Glenwood’s development regulations, based on the recommendations from Phase I and supplemental guidance from a Project Advisory Group and staff. The update to the development regulations occurred in three modules to separate the document into manageable parts for internal and public review. The first module, Administration and Procedures, included improvements to the procedures for development review. The second module included a revised lineup of zoning districts and amended use regulations, addressing mixed-use and reducing barriers to infill and redevelopment. The final module focused on development standards, including the addition of a new suite of sensitive area protection tools. The final code integrated input received during public review of the three modules. The code was adopted unanimously in August 2018.



# REFERENCES

## COMPREHENSIVE PLANS

---

Victoria Simonsen  
Town Manager, Town of Lyons, Colorado  
303-823-622, ext. 19  
[vsimonsen@townoflyons.com](mailto:vsimonsen@townoflyons.com)

Susan Lee, AICP  
Town Planner, Town of Frisco, Colorado  
970-668-2566  
[susanl@townoffrisco.com](mailto:susanl@townoffrisco.com)

## LAND USE REGULATIONS

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Mike Raber  
Senior Planner, City of Sedona  
928-204-7106  
[mraber@sedonaaz.gov](mailto:mraber@sedonaaz.gov)

Gretchen Ricehill  
Senior Planner, City of Glenwood Springs  
970.384.6428  
[gretchen.ricehill@cogs.us](mailto:gretchen.ricehill@cogs.us)

# COST PROPOSAL

Our not-to-exceed cost for completion of Phase 1 is \$9,800. A breakdown of the time we anticipate it will take to complete Phase 1 and the actual cost is provided below for context. We would prefer to provide an accurate reflection of what it will take, rather than providing a budget that reflects an artificially low number of hours. We are comfortable doing this because we often need to produce some of the requested deliverables in the course of pursuing a project.

| TASK                               | CLARION        |                |                |                |              | EPS            | TOTAL           |
|------------------------------------|----------------|----------------|----------------|----------------|--------------|----------------|-----------------|
| Team Member                        | White D.       | Goebel         | Donegan        | Squyer         | White H.     | Prosser        |                 |
| Billable Rate \$/Hour              | \$185          | \$225          | \$105          | \$85           | \$95         | \$250          |                 |
| <b>Phase 1: Project Chartering</b> |                |                |                |                |              |                |                 |
| 1.1 Project Initiation             | 1              | 1              | 1              | 1              | 1            | 1              | 6               |
| 1.2 Stakeholder Meetings           | 20             | 20             | 0              | 0              | 0            | 16             | 56              |
| 1.3 Comprehensive Plan Audit       | 4              | 1              | 12             | 16             | 2            | 1              | 36              |
| Plan                               | 2              | 12             | 0              | 0              | 2            | 0              | 16              |
| 1.5 Scoping                        | 4              | 4              | 8              | 0              | 0            | 0              | 16              |
| <b>Phase 1: Total Hours</b>        | <b>31</b>      | <b>38</b>      | <b>21</b>      | <b>17</b>      | <b>5</b>     | <b>18</b>      | <b>130</b>      |
| <b>Phase 1: Total Labor</b>        | <b>\$5,735</b> | <b>\$8,550</b> | <b>\$2,205</b> | <b>\$1,445</b> | <b>\$475</b> | <b>\$4,500</b> | <b>\$22,910</b> |
| <b>Person trips</b>                | 1              | 1              | 0              | 0              | 0            | 1              | 3               |
| <b>Phase 1: Total Travel</b>       | \$700          | \$700          | \$0            | \$0            | \$0          | \$700          | <b>\$2,100</b>  |
| <b>Phase 1: TOTAL</b>              | <b>\$6,435</b> | <b>\$9,250</b> | <b>\$2,205</b> | <b>\$1,445</b> | <b>\$475</b> | <b>\$5,200</b> | <b>\$25,010</b> |





City of Ketchum

Attachment 4:  
Ketchum Purchase Order  
#23128



**CITY OF KETCHUM**  
 PO BOX 2315 \* 191 5TH ST. \* KETCHUM, ID 83340  
 Administration 208-726-3841 (fax) 208-726-8234

**PURCHASE ORDER**  
 BUDGETED ITEM? \_\_\_ Yes \_\_\_ No

**PURCHASE ORDER - NUMBER: 23128**

|                                                                                                  |                                                                       |
|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| <b>To:</b><br>1656<br>CLARION ASSOCIATES LLC<br>1600 STOUT STREET<br>STE 1700<br>DENVER CO 80202 | <b>Ship to:</b><br>CITY OF KETCHUM<br>PO BOX 2315<br>KETCHUM ID 83340 |
|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|

| P. O. Date | Created By | Requested By | Department          | Req Number | Terms |
|------------|------------|--------------|---------------------|------------|-------|
| 07/31/2023 | BANCONA    | BANCONA      | Planning & Building | 0          |       |

| Quantity | Description                                                   | Unit Price | Total    |
|----------|---------------------------------------------------------------|------------|----------|
| 1.00     | CONSULTING PHASE 1 COMP PLAN UPDATE/CODE REWRITE 01-4170-4200 | 9,800.00   | 9,800.00 |
|          | SHIPPING & HANDLING                                           |            | 0.00     |
|          | TOTAL PO AMOUNT                                               |            | 9,800.00 |

\_\_\_\_\_  
 Authorized Signature

Sun Valley Economic Development  
June 2023

**Describe any activities taken this month to advance your industry targeting objectives (Objective A)**- developed program options list for Phase 2 TPM programs which could draw more students into vocational careers; delivered summer vocational youth boot camps for construction & trades, culinary, air service and entrepreneurship with support from SVCI, CSI and FMAA, program for 80 kids funded by I Have Dream Foundation; WR Childcare Collaborative circulating draft action plan for comment, structuring partnership roles for upcoming IWDC grant application, seeking alternative locations for 2 small displaced childcare operations .

**Describe any activities taken this month to advance your business outreach objectives (Objective B)** –direct outreach to 24 local business organizations; main business concerns remain lack of local talent/workforce housing; delivered 2Q’s SVED Roundtable to 45 business and government leaders, topics covered were labor , talent attraction, community health & wellness; data analysis and development of 2022 Economic Profiles for each of 5 cities and the county.

**Describe any activities taken this month to advance your main street and entrepreneurship activities (Objective C)** – provided input to local hospitality company on potential new vender/ investors for renovated space; provided advice on potential large parcel recreational acquisition; monitoring major restaurant group interests in acquiring major local operation.

**Describe any activities taken this month to advance your placemaking objectives (Objective D)** – meeting with Ketchum to discuss city sidewalk improvements next to SVCI’s historical 1884 building; planning for upcoming Blaine Co text amendment to Mountain Overlay District which would allow for categorical exemptions from lengthy application process for forest health improvements.

**Describe any activities taken this month to advance your professional development objectives (Objective E)** – added new board member to diversify current board demographic; evaluating options for additional 2 vacant slots

**Describe any other activities taken this month that fall outside of your workplan objectives-**  
na

Sun Valley Economic Development  
June 2023

7/14/2023



**SUN VALLEY  
ECONOMIC  
DEVELOPMENT**

# SVED Community Roundtable

2Q 2023

Zenergy Health Club & Spa

# Agenda

## Networking

**Welcome / Intros** : Guy Cherp, SVED Board Chair & Cox Communication

**Roundtable 1**: Labor & Talent, Harry Griffith, moderator

**Roundtable 2**: Health, Wellness & Community, Mike Higgs moderator

## Community Updates

## Raffle

**...More Networking**

# Local Labor Facts

**2.3%**

Unemployment  
Rate Apr '23

**2,085**

Blaine Co.  
Employers '22

**\$853 million**

Blaine Co. Total  
Wages '22

**13,798**

Blaine Co.  
Workforce '22

**\$28/hr**

Average Hourly  
Wage '22

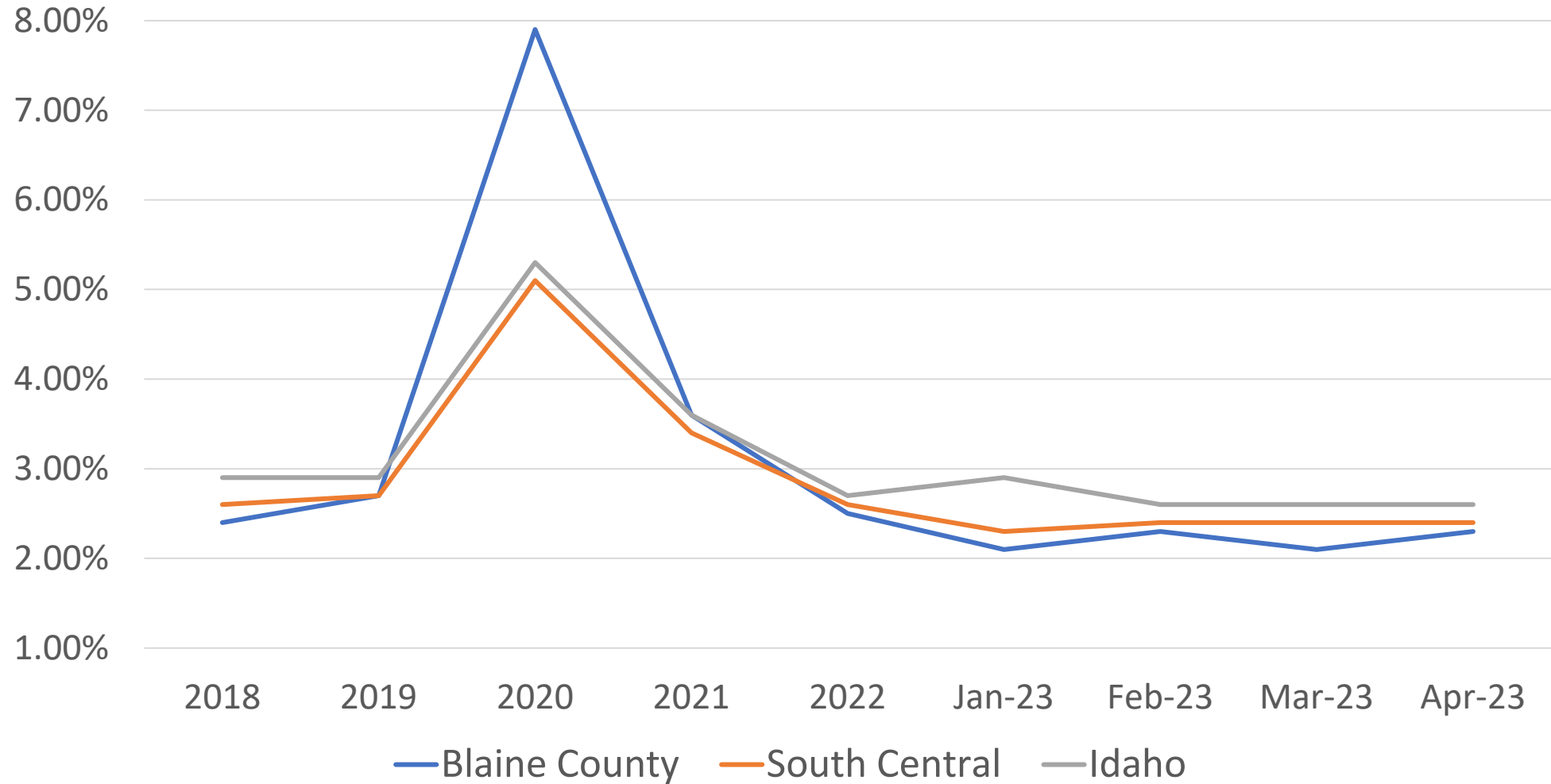
**1,900**

Blaine Co.  
Remote Workers

**4+**

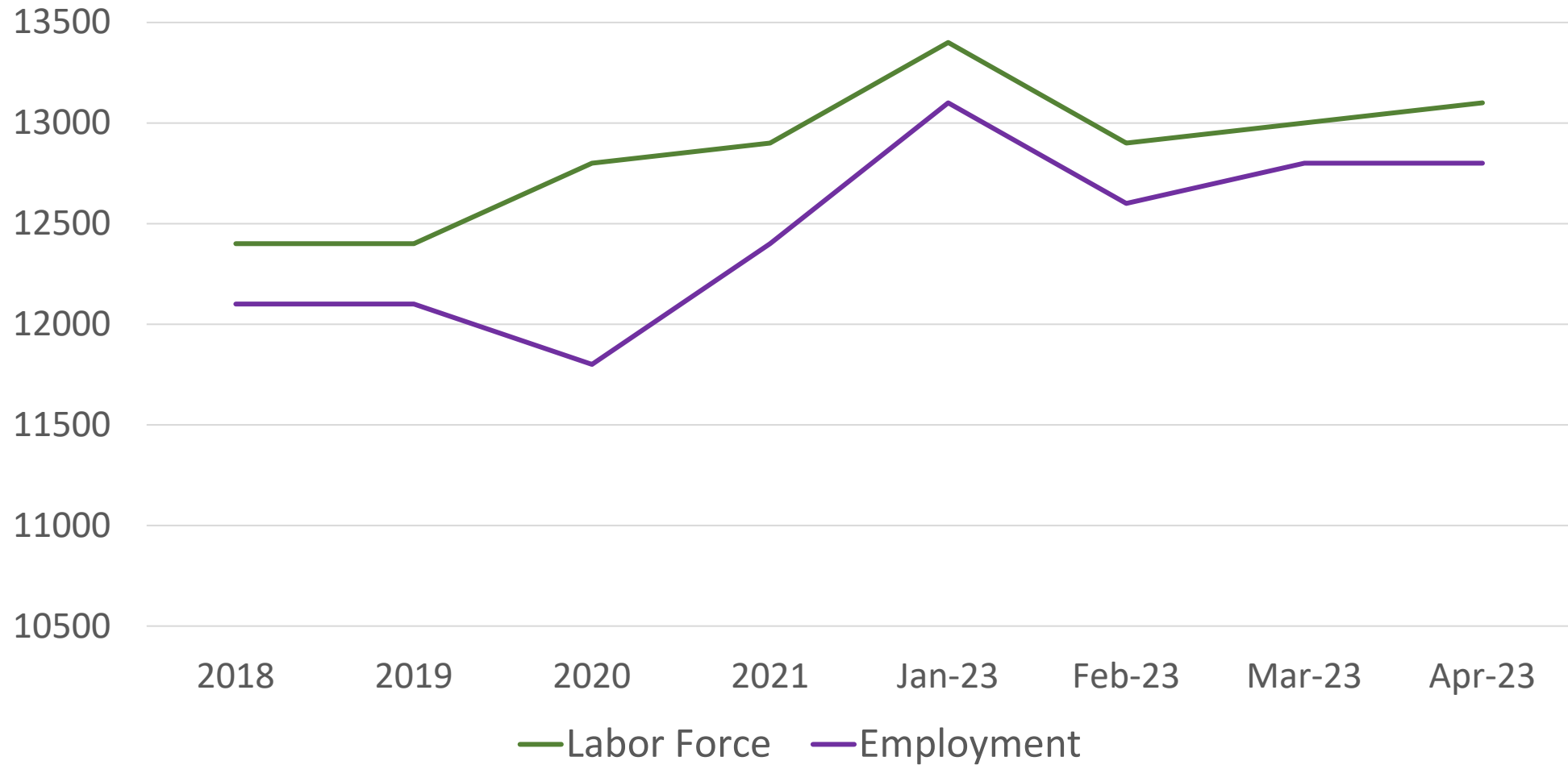
Blaine Co.  
Recruiting Agencies

## Seasonally-Adjusted Unemployment Rate

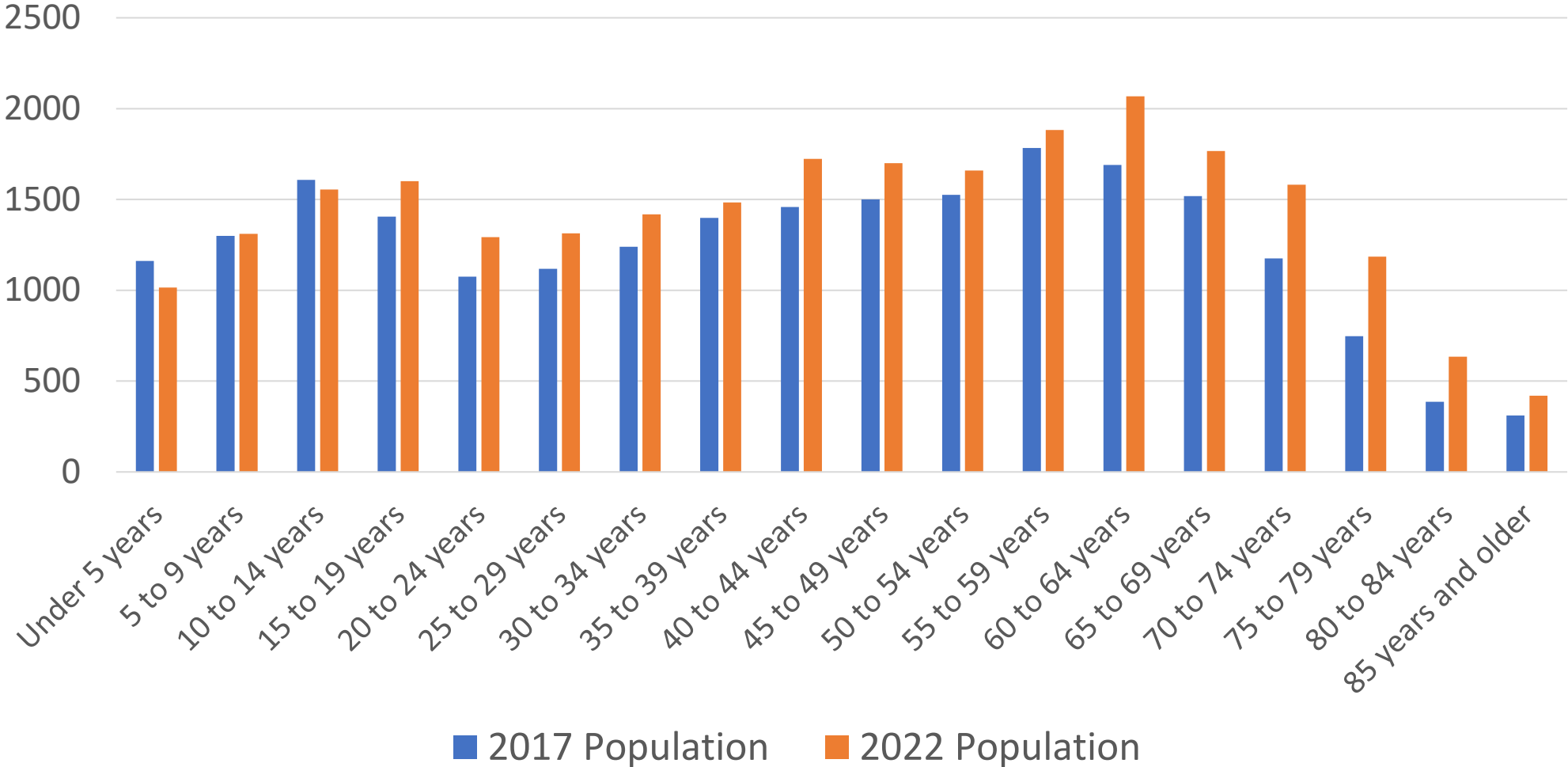




## Seasonally-Adjusted Labor Force and Employment

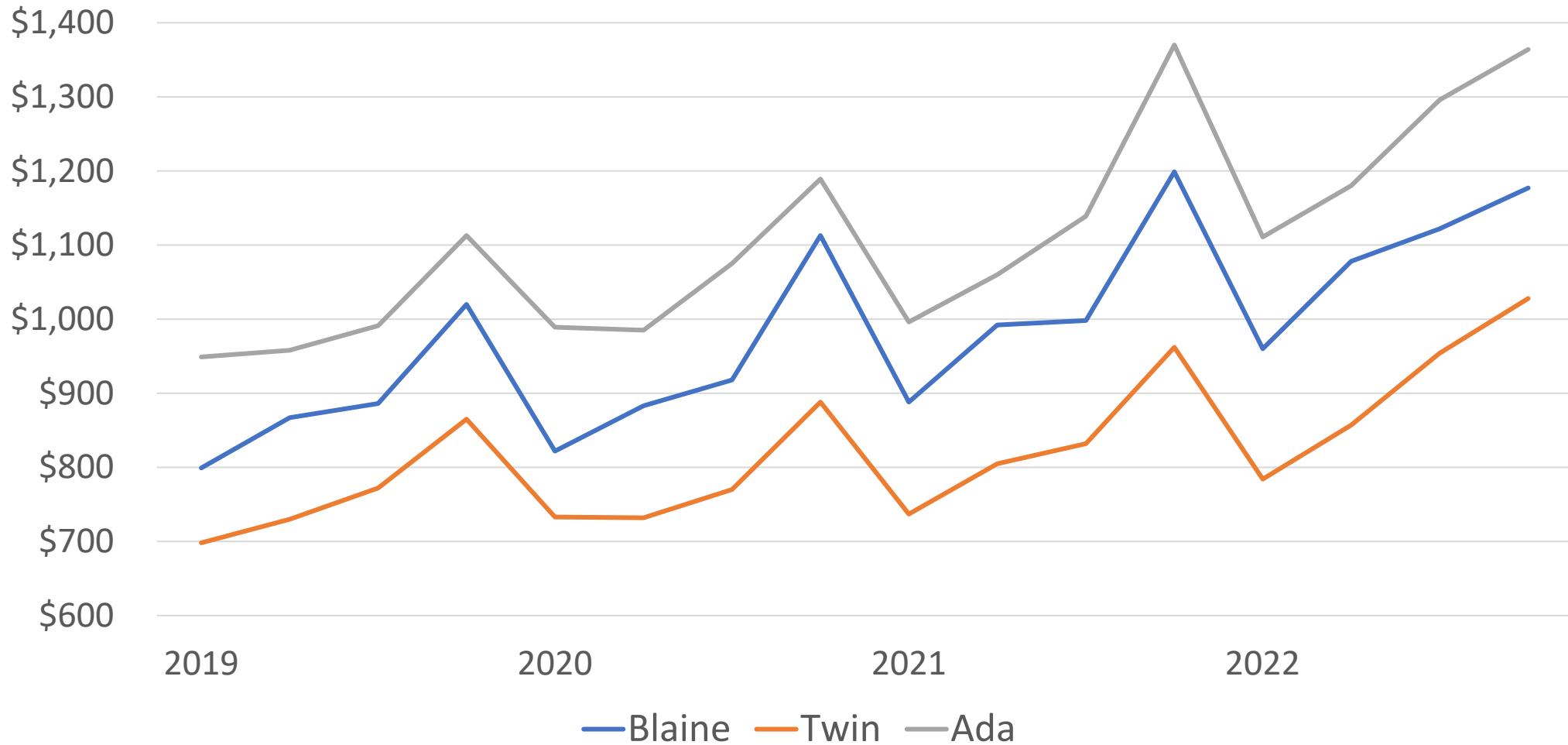


# Demographic Change Blaine County (2017-2022)



Source: Idaho Department of Labor

## Average Weekly Wage (Construction)



# Blaine Co. Active Not-For-Profit Sector

Source: SPUR Foundation 2023

## Total Organizations

80 active organizations  
1,143 employees/\$30 million salary  
\$87.5 million in revenue  
\$304 million in Balance Sheet assets

## Social Welfare-focused Organizations

16 active organizations  
144 employees  
\$23.5 million in revenue  
\$54 million in Balance Sheet assets

# Wellness Scores

| Category                                                                    | Factor                  | Assessment |
|-----------------------------------------------------------------------------|-------------------------|------------|
| <b>Health Outcomes</b><br>(3 of 16 total factors)                           | Length of Life          | Green      |
|                                                                             | Premature Death         | Green      |
|                                                                             | Poor Health Days        | Green      |
| <b>Health Behaviors</b><br>(7 of 16 total factors)                          | Smoking/Obesity         | Green      |
|                                                                             | Food Environment        | Yellow     |
|                                                                             | Physical Inactivity     | Yellow     |
|                                                                             | Excessive Drinking      | Yellow     |
|                                                                             | Number of Physicians    | Yellow     |
|                                                                             | Number of Uninsured     | Red        |
|                                                                             | Mental Health Providers | Red        |
| <b>Socio-Economic &amp; Physical Environment</b><br>(5 of 29 total factors) | School Funding Adequacy | Green      |
|                                                                             | Income Inequality       | Red        |
|                                                                             | Air/Water Quality       | Green      |
|                                                                             | Broadband               | Green      |
|                                                                             | Commuting               | Green      |



## City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date:  Staff Member/Dept:

Agenda Item:

#### Recommended Motion:

#### Reasons for Recommendation:

- 
- 
- 

#### Policy Analysis and Background (non-consent items only):

- 
- - 
  - - 
    - 
    -

- City staff feels that with Jacobs long experience with ITD projects, ITD staff reviewing the plans before the bid process, and frequent updates and inspections, that risk can be properly mitigated.

**Jacobs Task Order**

- The city issued a competitive Request for Proposal related to design services and construction management.
- Jacobs was the only submitter. Jacobs has significant experience with similar and larger roadway construction projects. They have also served in a similar role for Sun Valley Road.
- Task Order One would take the project through preliminary design. Future task orders would cover detailed design and then construction management oversight. ITD and industry standard for design compensation is usually ten percent of construction costs.

**Sustainability Impact:**

No direct impact. Staff will work with Jacobs to see if green stormwater practices (e.g. silva cells) can be incorporated into the design.

**Financial Impact:**

|                                          |                                                                                                               |
|------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| None OR Adequate funds exist in account: | The current fiscal year Capital Improvement Plan allocated \$374,100 for Main Street pedestrian improvements. |
|------------------------------------------|---------------------------------------------------------------------------------------------------------------|

**Attachments:**

|                                                                  |
|------------------------------------------------------------------|
| 1. Idaho Transportation Department – Memorandum of Understanding |
| 2. Purchase Order and Task Order One for Jacobs Engineering      |
| 3. Final Main Street Transportation Improvements Report          |

**COOPERATIVE AGREEMENT 23-018  
PROJECT NO. A022(210)  
STATE HIGHWAY 75  
RIVER STREET TO 10<sup>TH</sup> STREET, KETCHUM  
BLAINE COUNTY  
KEY NO. 22210**

**PARTIES**

THIS AGREEMENT (“Agreement”) is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, b  
by and between the **IDAHO TRANSPORTATION DEPARTMENT**, hereafter called the **STATE**, and the **CITY  
OF KETCHUM**, hereafter called the **CITY**.

**PURPOSE**

The parties wish to perform construction work on HWY-75 between River Street and 10<sup>th</sup> Street  
(MP 128.21 to MP 128.78) within the CITY limits. This Agreement will set out the responsibilities of the  
parties in the design, construction, and maintenance of the work.

Authority for this Agreement is established by Section 40-317 of the Idaho Code.

The Parties agree as follows:

**SECTION I.** That the **STATE** will:

1. Not guarantee that funds are available now or in the future. In the event funds are not available,  
this Agreement is void.
2. Pay to the **CITY** the sum of **SEVEN MILLION DOLLARS (\$7,000,000)**, which is the **STATE’S** lump  
sum share of design and construction costs for the work on HWY-75 between River Street and  
10<sup>th</sup> Street (MP 128.21 to MP 128.78) within the **CITY** limits. No additional funds will be paid by  
the **STATE** for this work. Payment of the lump sum amount will be made after July 1, 2024, and  
upon completion of a successful advertisement and award by the **CITY**.
3. Provide all planning documents and roadway design information completed to date.
4. Review for approval materials reports, preliminary design, specifications, and construction  
plans. The **STATE** will require three (3) calendar weeks to review the construction plans and  
return any comments or approvals.
5. Through issuance of an Encroachment Permit, allow the **CITY** to retain, maintain, connect to,  
and improve all existing **CITY**-owned water lines, storm sewers, and sanitary sewer now in place  
on the state highway right-of-way within the project limits.
6. Authorize the **CITY** to administer the project design and construction. Prior approval of the  
**STATE** will be obtained if it is necessary during construction contract to deviate from the plans  
and specifications through change orders. At its discretion, the **STATE** will perform quality  
assurance inspections of the construction and materials to ensure state standards and testing



requirements. The **STATE**, at its discretion, will perform a final inspection of the project when it is completed.

7. Furnish and install all official guide signs and junctions of the urban extensions to the State Highway System, and all confirming and reassurance route markers and guide arrows along the urban extensions of the State Highway System necessary to properly identify the **STATE'S** highways.

**SECTION II.** That the CITY will:

1. Provide materials reports, preliminary project plans, and construction plans and specifications for the project according to State guidelines and submit to the **STATE** for review and approval prior to advertising the project. The **CITY** will provide the **STATE** project manager with regular updates or meeting opportunities.
2. Assume any and all costs associated with property easements (permanent or temporary) and property use agreements.
3. Design and construct roadway and signal upgrades as described by **STATE** planning documents. The **CITY** will assume all costs associated with the design and construction of the project over and above the amount paid by the **STATE** as specified in Section I Paragraph 2.
4. Advertise and award a contract for construction of the project in accordance with Idaho law.
5. Notify the District Four Office forty-eight (48) hours prior to beginning construction and final inspection. Designate resident engineer and other personnel to supervise and inspect construction of the project in accordance with the plans, specifications and estimate in the manner required by applicable State regulations and perform a final inspection of the project when it is completed. The **STATE** reserves the right to fully inspect construction prior to final acceptance. The **CITY** shall reject and cause to be replaced work or materials found to be unacceptable to the **STATE**.
6. Maintain, erect, or install within the project limits only those traffic control devices, including signs, that are in conformance with the Manual on Uniform Traffic Control Devices for Streets and Highways, as adopted by the **STATE**.
7. Comply with all pertinent sections of the **STATE'S** Standard Specifications for Highway Construction in accomplishing all future trench backfill and pavement repairs on the State highways within the project limits.
8. Apply for an Encroachment Permit from the **STATE** before installing or constructing any new or relocating any existing sidewalk or any existing **CITY**-owned water line, storm sewer, sanitary sewer, or other facilities on the state highway right-of-way within the project limits.
9. Obtain concurrence from the **STATE** before vacating or closing any right-of-way connecting to the State highways within the project limits.

10. Provide the **STATE** the bid plans and specifications and two (2) sets of “as built” plan sets.
11. Guarantee materials, equipment, and workmanship in accordance with the approved plans and specifications for a period of one (1) year following acceptance by the **STATE**. If within said guarantee period repair or changes are required as a result of any materials, equipment, or workmanship not meeting the specifications set forth in the approved plans and specifications, the **CITY** will make the necessary repairs or changes at no cost to the **STATE**.
12. To the extent permitted by Idaho law, indemnify, save harmless and defend regardless of outcome the **STATE** from expenses of and against suits, actions, claims, or losses of every kind, nature, and description, including costs, expenses and attorney fees that may be incurred by reason of any act or omission, neglect, or misconduct of the **CITY** in the design and construction of the work.

**SECTION III.** Both parties agree that:

1. This Agreement shall become effective on the first date mentioned above and shall remain in full force and affect until amended or replaced upon the mutual consent of the **CITY** and **STATE**.

**EXECUTION**

This agreement is executed for the **STATE** by its District Engineer, and executed for the **CITY** by the Mayor, attested to by the City Clerk, with the corporate seal of the **CITY OF KETCHUM**.

**IDAHO TRANSPORTATION DEPARTMENT**

\_\_\_\_\_  
District Engineer

**ATTEST:**

**CITY OF KETCHUM**

\_\_\_\_\_  
Trent Donat, City Clerk

\_\_\_\_\_  
Neil Bradshaw, Mayor

By regular/special meeting

on \_\_\_\_\_



**CITY OF KETCHUM**  
 PO BOX 2315 \* 191 5TH ST. \* KETCHUM, ID 83340  
 Administration 208-726-3841 (fax) 208-726-8234

**PURCHASE ORDER**  
 BUDGETED ITEM? \_\_\_ Yes \_\_\_ No

**PURCHASE ORDER - NUMBER: 23129**

|                                                                                                      |                                                                           |
|------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| <b>To:</b><br><br>5737<br>JACOBS ENGINEERING GROUP, INC.<br>PO BOX 5018713<br>ST LOUIS MO 63150-8713 | <b>Ship to:</b><br><br>CITY OF KETCHUM<br>PO BOX 2315<br>KETCHUM ID 83340 |
|------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|

| P. O. Date | Created By | Requested By | Department | Req Number | Terms |
|------------|------------|--------------|------------|------------|-------|
| 08/03/2023 | KCHOMA     | KCHOMA       |            | 0          |       |

| Quantity | Description                             | Unit Price | Total     |
|----------|-----------------------------------------|------------|-----------|
| 1.00     | MAIN STREET REHABILITATION 03-4193-7135 | 76,890.00  | 76,890.00 |
|          | SHIPPING & HANDLING                     |            | 0.00      |
|          | TOTAL PO AMOUNT                         |            | 76,890.00 |

\_\_\_\_\_  
 Authorized Signature

## Exhibit A - 23129

### Scope of Services

#### TASK 1 – Preliminary Design Services for: Ketchum Main Street Rehabilitation – River Street to 10<sup>th</sup> Street

This document will cover the effort necessary to provide Project Development/Initiation, Preliminary Design, and Initial Public Involvement effort for the roadway rehabilitation of Main Street from River Street to 10<sup>th</sup> Street.

All coordination with the City of Ketchum shall follow the Project Execution Plan.

##### Task Order Team:

Project Manager: Betsy Roberts

Design Quality Manager: Heather Carroll

Construction Quality Manager/Project Controls: Travis Casch

Design Manager: Amanda Thompson

Civil Lead: Mateo Franzoia

Traffic Lead: Mike Heugh

Geotechnical Lead: Greg Fischer

Environmental Lead: Gretchen Herron

Construction Manager: Dustin Commons

Principal In Charge: John Barker

### Task 1.1 – Project Development/Initiation

#### *Subtask 1.1.1 – Project Execution Plan*

##### Activities:

This subtask provides for the development of the Project Execution Plan (PXP) that will create the governance framework necessary to support the fast-paced development of the project. The PXP is critical for ensuring all decision-makers (owner, team members, stakeholders) are identified, a decision-making process is developed and approved to safeguard the forward progress of the project by eliminating opportunities for project regression, reporting and meeting timing and standards are developed, and project controls are developed. The PXP will be finalized as part of the Team Chartering process. Elements of the PXP will consist of the following:

- **Functional Roles.** A draft list of Functional Roles is provided below; this list and responsibilities will be finalized as part of the Team Chartering process and incorporated into the final PXP. The list includes those Jacobs team member identified above as well as Owners, City of Ketchum and Idaho

Transportation Department (ITD) Representative, and Stakeholders or agency representatives as identified. As part of the chartering of the team, all members are responsible to ensure that each member is supported in their role.

- **Decision-making.** The final decision-making process will be used by all team members as various decisions come before the team. The project manager will be responsible for ensuring that all team members understand the steps and that they are used and documented, appropriately. The decision-making process will be incorporated into the normal reporting and meeting process.
- **Project Controls.** Project Administration and Controls for the project consists of establishing tools for consistent document management and procurement as well as managing a combination of scope, schedule, cost, change, performance, and reporting. At a minimum, we anticipate providing a monthly financial update in addition to standard monthly invoicing.
- **Reporting & Meeting Protocol.** The reporting protocol will be implemented from the Notice to Proceed through the final construction close-out. A draft list of Reports is provided below and will be finalized in the Kick Off meeting. This list may include additional ITD reports such as their 771.
  - Monthly Progress Report – this report will be incorporated with the monthly invoice and will provide project level information regarding the previous month’s activities. The report will also share information regarding upcoming milestones.
  - Identified Meetings – because meetings and reports are often linked closely together, the assumption for Project level meetings is included here.
    - Bi-weekly Meetings – these meetings will typically be conference calls and will cover project level activities. Barriers, challenges, outstanding items, and action items will be identified, discussed and tracked at these meetings. Responsible party will be identified for each action.
    - Other Meetings – other project level meetings will be occurring as needed and identified by the design team or construction team in the future.

### *Subtask 1.1.2 – Kick Off/Team Chartering*

#### **Activities:**

This subtask provides for execution of the following:

- **Kick Off and Team Chartering Meeting.** This meeting will be held with key team members having decision-making authority and those critical to design and construction success. The meeting will be held in two parts:
  - **Team Chartering** – this portion of the meeting will review and approve the PXP and sign a Team Charter.
  - **Design Kick Off** – this portion of the meeting will bring designers and staff together to review the site, identify potential challenges, review project goals, establish design parameters, review schedule, confirm permitting and review schedules, and confirm conceptual design layout provided by HDR and approved by Council.

#### **Assumptions:**

- Necessary team members will be available to meet in person (desired) or virtually if needed.
- Project Kickoff Meeting to include up to 7 Jacobs staff members for a one day site visit.

## TASK 1.2 -Preliminary Design Services

### Activities:

- Develop details depicting roadway rehabilitation methods based on geotechnical report recommendations and direction provided by ITD.
- Develop draft of ITD Environmental Checklist (Form 654). A site visit for one Environmental Planner is included.
- Design layout will be confirmed, but generally is anticipated to include the addition of a left turn lanes at Sun Valley Road, removing on-street parking for one block north and south of Sun Valley Road, and widening the sidewalk in these blocks, as well as addition of bulb-outs at intersections where they do not currently exist, and addition of tree cells. Replacement and/or widening of sidewalk may be included in a majority of the project but will be evaluated at each location specifically.
- Signal design will not be conducted during the preliminary phase. The team will work closely with ITD and Ketchum to understand the potential split of signal work between ITD and Jacobs. Currently the understanding is that the traffic signal at Sun Valley Road will be rebuilt to accommodate the new turn lanes and where feasible equipment will be salvaged and reused; however, ITD may be purchasing all new equipment. This is to be determined. Signals at 1<sup>st</sup> and 5<sup>th</sup> Streets will be evaluated for physical improvements as well as potentially removed/relocated based on the final layout of the project. Similar is true for the Pedestrian Hybrid Beacon (PHB) at 4<sup>th</sup> Street. This preliminary phase will include signal and site evaluation and coordination with ITD and Ketchum.
- Signal timing developed by HDR in a previous effort will be reviewed and confirmed or modified as needed.
- Raised intersection at Sun Valley Road will be reviewed to provide adequate detail (drainage and pedestrian realm impacts) for decision for inclusion or not in the final design.
- Drawings will be developed showing typical sections and preliminary site layout. MicroStation OpenRoads modeling software will be used to create the horizontal alignments of the roadway to facilitate layout of the design drawings.
- Drawings will include a draft striping plan shown on the roadway plan sheets.
- Preliminary storm drainage sheets will be developed.
- Mapping of existing utilities will be based on utility base mapping provided by the City of Ketchum and project topographic survey data provided by the City of Ketchum. Additional utility location coordination will require support from Ketchum City Engineer.

### Assumptions:

- Scope excludes Geotechnical Engineering investigation. Geotechnical analysis of the existing report provided by ITD will be reviewed; it is assumed pavement sections are provided in the report. Jacobs will develop drawing details for inclusion into the construction package.
- In general, final surface elevation of the road will not change.

- New curb and gutter is anticipated for the majority of the length of the project to facilitate minor drainage improvements, accommodate bulb-outs, and as needed to enable widening of the sidewalk. ADA ramps with truncated domes will be developed to meet project design standards.
- Design Study Report will be brief (1-2 pages) but cover information regarding relevant design elements.
- Preliminary design deliverable will consist of a Preliminary Design package and will be transmitted electronically via email or FTP.
- The City will conduct their technical review in an over the shoulder manner over no more than 7 calendar days as identified in schedule, see attached.
- The Preliminary Design Review Meeting will be virtual.
- Minimum erosion and sediment control will be developed and included in design. The Construction Contractor will be responsible for developing, applying for, and submitting a final Stormwater Pollution and Prevention Plan (SWPPP) to the Idaho DEQ, as necessary.
- All work will be located within existing right-of-way.
- Street furniture (including but not limited to benches, trash cans, signage, street trees and grates, landscaping, light poles, and bases, etc.) that needs to be removed for construction will be salvaged and re-installed after construction. No new furnishings are included in the design.
- No new signage is anticipated.
- Topographic survey and geotechnical data will be provided by the City no later than October 2<sup>nd</sup>.
- No additional Traffic Analysis will be completed under this scope of work. The work/report developed by HDR will be used.
- Design schedule is aggressive and is directly influenced by completion and delivery of survey and geotechnical data. Delay in obtaining this information, or delivery of incomplete information, will negatively impact scope and schedule, and may result in additional design fees.
- Technical specifications will follow ITDs standard specifications and format).

**Deliverables:**

- Electronic design deliverables (PDF) will be provided for review by the appropriate City representative and will consist of the following:
  - o Preliminary Design
    - Draft design drawings – half size (11”x17”) PDFs – electronic submittal
    - Draft Specifications – general conditions/contractual language/front end specifications, technical specifications (ITD specifications).
    - Draft Cost Estimate – spreadsheet format



**Proposed Sheet List**

| SHEET TYPE                             | Prelim Sheets |
|----------------------------------------|---------------|
| Cover Sheet                            | 1             |
| Index, General Notes and Abbreviations | 1             |
| Clearance                              | 1             |
| Summary Sheets                         |               |
| Typical Sections                       | 2             |
| Overview Sheets                        | 1             |
| Plan Sheets (double stacked)           | 14            |
| Plan and Profile Sheets                | 0             |
| Grading/Staking Sheets                 | 0             |
| Striping/Signing Sheets                | 0             |
| Detail Sheets                          | 4             |
| Traffic Control Overview               | 1             |
| Utility Sheets/Drainage                | 7             |
| <b>TOTAL SHEETS</b>                    | <b>32</b>     |

### TASK 1.3 – Preliminary Public Involvement

**Activities:**

- Develop a high-level Public Involvement Plan including roles and responsibilities of Jacobs and City staff and focusing on:
  - o Develop and confirm key project messages.
  - o Develop and confirm primary and supporting communications methods for use by the City.
  - o Create detailed schedule of outreach activities, methods, and key milestones.
  - o Build Stakeholder list.
  - o Create brief memo documenting these activities.
- Initial project coordination meeting with identified stakeholders.

**Assumptions:**

- Jacobs will develop a simple plan for review and approval by the City.
- City of Ketchum will conduct all outreach activities, schedule meetings, and reserve meeting spaces as needed.
- Jacobs will provide content for email, website, and meetings.
- Preliminary phase work will include one public involvement meeting on site. Other meetings will be included in Final Design Task Order.
- Jacobs will provide up to 2 staff for a 2-hour meeting.

## TASK 1.4 -Project Management

### Activities:

- Managing PXP, Team Chartering, task order budgets, invoicing, task order quality management and change management.
- The Project Manager will coordinate closely with the Jacobs team to monitor outstanding issues, schedule impacts, design concerns, and to ensure adherence to the PXP and Team Charter by all partners. Clear, concise communication and proactive culture is essential for project success.
- Project Manager will provide updates for the Monthly Progress as part of the invoice.
- Project Manager will work closely with Design Manager, Design Team, and Design Quality Manager to support successful design.
- Lead development of the Final Design Task Order effort with City to ensure Scope of Work is reflective of decisions made and is prepared in a timely manner for Council approval and moving immediately into Final Design Phase.

### Assumptions:

- Duration of project is assumed to be August through mid-November.

### Deliverables:

- Invoice information wrapped into Project Manager overall invoices; delivered monthly.
- Final Design Scope of Work.
- Notes from meetings or decision points as appropriate.

### PERIOD OF PERFORMANCE:

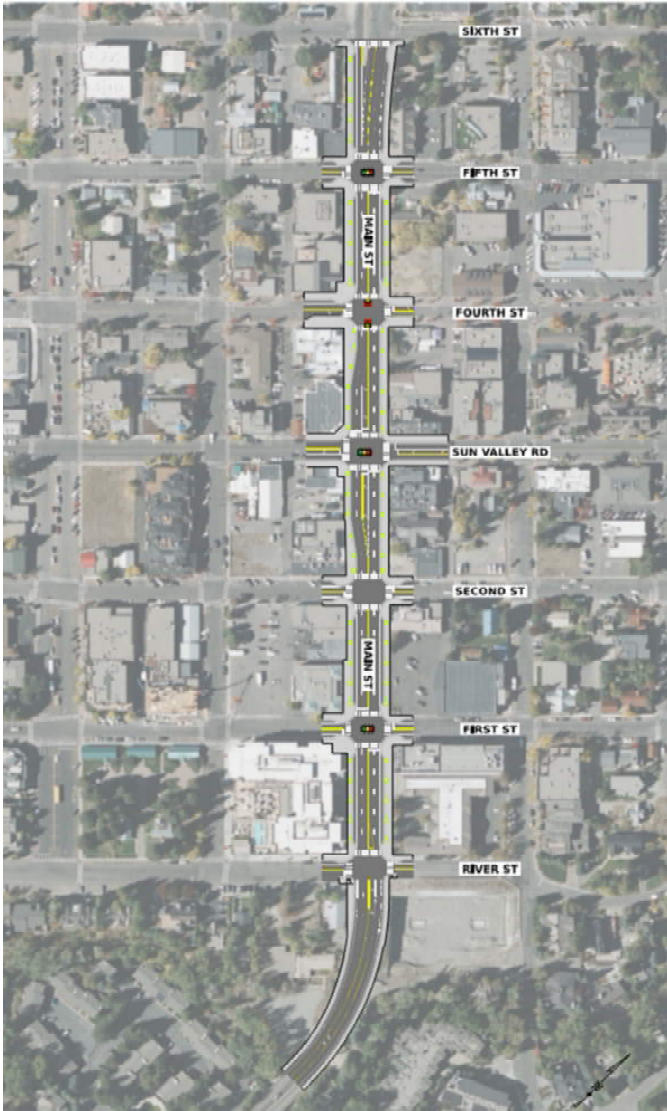
**Begin:** NTP – assumed beginning of August, 2023

**End:** Mid November

### COMPENSATION:

**Total Project Fee Design: \$76,890**

This is a Time & Materials, Not-to-Exceed Amount.

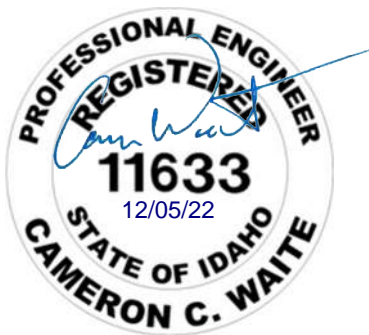


# Main Street Alternatives Analysis Report

City of Ketchum

Ketchum, Idaho

December 5, 2022



# Executive Summary

The City of Ketchum, Idaho (City) *Master Transportation Plan* (2020)<sup>1</sup> identified the opportunity to reduce the number of vehicle travel lanes on Main Street (State Highway 75 [SH-75]) from four lanes to three lanes, with a travel lane in each direction and a center median lane that can provide dedicated left-turn pockets. This configuration has the potential to reduce pedestrian vehicle conflicts and expand the sidewalks. As noted in the *Master Transportation Plan*, some potential drawbacks to the lane reconfiguration could include reduced roadway capacity for general vehicular traffic, emergency vehicles, mail trucks, and transit vehicles. These vehicles may be delayed with increased traffic volumes in the single through lane, left-turn lanes may be hard to access during high demand periods, and it may create some issues with snow removal.

The goals of this project are to improve vehicle progression on the corridor without shifting traffic to local streets, improve pedestrian and bike facilities and crossings, and enhance the streetscape and pedestrian realm. The purpose of this report is to document the alternatives analysis and the decision-making process that led to a recommended alternative.

## Existing Conditions

The Main Street corridor is within the Downtown Core neighborhood and the Community Core – specifically Retail Core – Districts within the Ketchum zoning map. These designations match the land uses on the ground, which is evident by a thriving main street corridor. The City's 2014 *Comprehensive Plan*<sup>2</sup> identifies potential gateways to the City located at River Street and 6<sup>th</sup> Street along Main Street.

Of the six blocks that make up the Main Street corridor, some blocks are more successful at providing a public realm that supports the walkable, vibrant downtown feel associated with Ketchum than others. For instance, the blocks along Main Street from 4<sup>th</sup> to 6<sup>th</sup> Streets have a strong public realm supporting pedestrians with amenities such as identity and wayfinding signage, landscaping, larger sidewalks, benches, and bike racks. However, moving north or south, the amenities along the blocks oscillate between having a less comfortable and safe public realm and providing certain desirable elements.

The project team analyzed crashes between 2016 and 2020 to assess the safety of the corridor. There were 25 crashes at intersections on Main Street. The most frequent crash type was rear end (13 crashes), and the most frequent contributing circumstance was following too close (8 crashes). Most of the crashes were property damage only (PDO) (15 crashes), with two suspected serious injury (A Injury) crashes, four minor injury (B Injury), and four possible injury (C injury) crashes.

During the 5-year study period, there were 18 non-intersection related crashes on Main Street. The most frequent crash type was rear end (9 crashes), and the most frequent contributing circumstance was following too close (4 crashes). Most of the crashes were PDO (11 crashes),

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<sup>1</sup> City of Ketchum, Master Transportation Plan. March 15, 2021.

<sup>2</sup> City of Ketchum. 2014 Comprehensive Plan. February 18, 2014. Available online: <https://www.ketchumidaho.org/planning-building/page/comprehensive-plan>

with two suspected serious injury (A Injury) crashes, and five possible injury crashes (C Crashes).

Corridor intersection traffic operations are operating at a level of service (LOS) D or better in both the AM and PM peak hours. During the summer peak travel periods, some intersections experience longer delays; however, the LOS remains above LOS D for all intersections. The following are existing inefficiencies identified on the corridor:

- Movements experience long queue lengths that may back up several blocks.
- The Sun Valley Road intersection is currently split phased on the north-south (Main Street) movements, meaning the movements occur separately from each other and are not timed concurrently. This impedes two-way progression on the corridor and increases the cycle length at the intersection, which in turn, increases delays.
- The pedestrian scramble at Sun Valley Road increases the signal cycle length. At the pedestrian clearance, time is calculated using the diagonal distance across the intersection instead of the shorter distance on the legs of the intersection.
- The signals on the corridor are not interconnected, which does not allow for implementing a coordinated signal timing plan. This limits vehicle progression through the corridor as green bands are unlikely to line up.
- The southbound travel lanes must merge from two lanes to one lane between River Street and 1<sup>st</sup> Street. Drivers were observed getting into the continuous left lane before 1<sup>st</sup> Street to avoid having to perform the merge maneuver before River Street. This creates an underutilization of lanes at the 1<sup>st</sup> Street intersection, degrading operations and capacity at the intersection.
- The “split” of Main Street at the 6<sup>th</sup> Street intersection causes some confusion due to the lack of proper pavement markings and way finding signage in advance of the intersection.

## Initial Future Conditions Analysis

HDR calculated a 1.44 percent historical growth rate to represent traffic volume growth based on historical data from Idaho Transportation Department’s (ITD) Automated Traffic Recorders (ATRs) on SH-75. The project team selected 2042 as the design year for the purposes of this analysis and LOS D was set for the target LOS threshold based on ITD’s requirements in their *Roadway Design Manual*<sup>3</sup>. HDR initially analyzed the following four scenarios.

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<sup>3</sup> Idaho Transportation Department. Roadway Design Manual. August 2013. Available online: <https://apps.itd.idaho.gov/apps/manuals/roadwaydesign/files/Roadwaydesignprintable.pdf>



| No. | Volumes Used | Scenario | Main Street Cross Section                                                                | Signal Operations                                                    | Peak Hour Factor |
|-----|--------------|----------|------------------------------------------------------------------------------------------|----------------------------------------------------------------------|------------------|
| 1   | 2042 Average | No-Build | Two lanes in each direction, no dedicated turn lanes at intersections                    | Existing signal timing parameters                                    | 0.92             |
| 2   | 2042 Summer  |          |                                                                                          |                                                                      |                  |
| 3   | 2042 Average | Build    | One lane in each direction, dedicated left-turn lane at each intersection on Main Street | 100 second cycle length, flashing yellow arrows (FYA) for left turns |                  |
| 4   | 2042 Summer  |          |                                                                                          |                                                                      |                  |

In the No-Build scenarios 1 and 2, the corridor is expected to operate poorly as queue lengths at Sun Valley Road begin to approach 600 feet. Northbound traffic at Sun Valley Road is expected to exceed capacity and experience delays.

At first glance, reducing the number of lanes from four to three and adding flashing yellow arrows (FYAs) for left turns, analyzed in scenarios 3 and 4, appears to improve the LOS along the corridor. For example, the Sun Valley Road/Main Street intersection operations improve from a LOS F in the PM peak hour to LOS C with these improvements. However, the estimated queue lengths at the intersections can exceed 1,000 feet in some cases with the reconfigured cross section. These excessive queues are significantly longer than those estimated under the No-Build scenarios and would back up from one signal through the upstream signalized intersections, causing significant congestion and potential gridlock.

Side street queue lengths also increase from the No-build to the Build scenarios under average conditions and get even worse under summer conditions. Short city block lengths, on-street parking, and a single lane in each direction limit the amount of storage available on the side streets. Overall, these results indicate that there is significant operational improvement by removing the split phasing at Sun Valley Road and installing left-turn lanes with FYAs. The closely spaced intersections prevent the large volume of traffic from being stored, ultimately creating congestion.

The project team then analyzed three additional scenarios using 2042 summer volumes.

- Scenario 5: Add left-turn lanes on Main Street at Sun valley Road, removing split phasing and pedestrian scramble.
- Scenario 6: Prohibit left-turn movements from Main Street, except at Sun Valley Road, where left-turn lanes are added.
- Scenario 7: Install a five-lane section along Main Street with left-turn lanes at each intersection.

When compared to the No-Build or three-lane scenarios, scenarios 5, 6, and 7 decrease congestion on the corridor and reduce travel times. Each alternative provides better LOS, less congestion/gridlock, and better progression and travel time for vehicles and pedestrians. The

shorter cycle lengths with these scenarios would shorten the wait times for pedestrians at intersections. Scenario 7 achieves vehicle progression goals; however, its adverse impacts include removing parking along the corridor and limiting opportunities to install curb extensions on Main Street to shorten the pedestrian crossings.

## Initial Recommendations and Limitations of the Analysis

HDR presented the findings of the deterministic analysis to the City Council on April 11, 2022. HDR recommended against pursuing the three-lane section due to the significant impacts to motorized vehicle flow and travel time. Congestion on Main Street could cause traffic to use adjacent streets to get through town, increasing volumes, congestion, and conflicts on local streets. Instead, HDR recommended the City pursue adding left-turn lanes at the Sun Valley Road Intersection (Scenario 5).

The City Council asked for a visual representation of the corridor operations to understand the potential impacts of the different lane reconfiguration scenarios. HDR explained the limitations of the macroscopic methodologies and recommended a microsimulation analysis to improve the confidence of the analysis and provide videos of the operations.

## Interim Improvements

At the City's request, HDR and the project team implemented short-term solutions to enhance the corridor operations in the interim period.

- The project team coordinated with ITD to interconnect the signals in order to implement a coordinated signal timing plan.
- The City and ITD agreed to remove the pedestrian scramble.
- HDR developed signal timing plans for the AM and PM peak hours to reduce the number of stops and increase progression during the peak hours. Additionally, HDR recalculated the pedestrian clearance intervals to increase pedestrian safety.
- ITD is currently designing a project south of Ketchum that is scheduled to be built before improvements on Main Street and would provide an opportunity to revise the location of the merge taper between 1<sup>st</sup> Street and River Street to be south of River Street.

## Microsimulation Analysis

Based on the City Council feedback, the project team developed specific alternatives to analyze with Vissim software:

- Existing conditions
- Alternative 1: No-Build
- Alternative 2: Adding left-turn lanes at Sun Valley Road
- Alternative 3: Three-lane section

## Comparing the Alternatives

Alternative 3 provides many benefits to the pedestrian and public realms, but at a significant cost to traffic flow. This alternative would increase vehicle congestion and would not serve all traffic during the peak periods. This level of congestion could push traffic onto neighboring streets, increasing conflicts and negating large safety benefits from the potential lane reconfiguration. This alternative also would not meet ITD's LOS D threshold for state highways.

Although the three-lane section could decrease the number of lanes pedestrians need to cross the roadway, vehicle congestion would be likely to reduce gaps pedestrians have to cross at unsignalized intersections. Side streets would be expected to see large increases in vehicle queue lengths as vehicles are unable to enter the Main Street due to a lack of gaps.

Alternative 2, which removes parking for two blocks to add turn lanes at the Sun Valley Road intersection, would serve all estimated traffic during the design year. Estimated travel times for future vehicles would be similar to existing conditions. By removing the split phasing, the bottle neck at Sun Valley Road would be removed and all other intersections on the corridor could increase operational efficiency for both pedestrians and vehicles. The safety benefits of Alternative 2 may not be as great as for Alternative 3; however, the remaining intersections could still see improvements to the pedestrian and public realms with bulb-outs and wider sidewalks.

## Recommendation and Costs

Alternative 2 is recommended over the Alternative 3 (three-lane configuration). Alternative 2 best serves vehicular traffic and improves traffic operations, it meets ITD's LOS D threshold, and provides excess capacity. Excess capacity allows some contingency for performance i.e., suggesting that if Ketchum sees a greater increase in vehicle traffic than estimated, this alternative would best be able to handle that increase. Although the opportunity to widen the pedestrian space is not as great as with Alternative 3, there would still be opportunities to enhance the public realm, improve the placemaking feel of Ketchum's Main Street, and further enhance the corridor's safety performance. Final conceptual exhibits are presented in **Appendix F**.

The project team developed an opinion of probable cost based upon the conceptual exhibits. The costs assume complete sidewalk replacement, signal upgrades, tree cells, ADA ramp improvements and bulb-outs. Alternative 2 probable costs are summarized in the table below. ITD has programed a project to resurface Main Street in the near future and the costs assume that ITD will pay for the resurfacing, including base material. The budget for their work is \$7,322,000, according to ITD's STIP. Those costs include new pavement, aggregate, ADA ramp improvements and signal upgrades from River Street to Club House Drive. There will be some overlap in the costs assumed for this project, so cost sharing with ITD to the financial impact to the City and costs should be negotiated.





| Cost                        | Amount             |
|-----------------------------|--------------------|
| Engineering Fee:            | \$353,000          |
| Construction Costs:         | \$3,880,000        |
| Right-of-way Costs:         | \$10,000           |
| <b>Total Project Costs:</b> | <b>\$4,243,000</b> |

## Next Steps

The City should coordinate with ITD to get approval for the recommended Alternative 2. Additionally, the City should coordinate the improvement designs to align with an upcoming ITD maintenance project on SH-75. Coordination will decrease the amount of mobilization required to improve the roadway and reduce the impacts to the public. The curb extensions and a raised intersection will need to be evaluated in coordination with ITD during design to evaluate truck turning movements and stormwater needs in detail.

The City should also pursue grant opportunities to fund the improvements. Outreach for stakeholder participation in the grant pursuits should occur, including with Mountain Rides, Blaine County School District, and the Ketchum Urban Renewal Agency.



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## Appendicies

- Appendix A: Traffic Counts
- Appendix B: Existing Conditions Synchro Reports
- Appendix C: Draft Future Conditions Memo
- Appendix D: Microsimulation Results
- Appendix E: Public Involvement Summary
- Appendix F: Final Concept Exhibits

## Acronyms/Abbreviations

Acronyms and abbreviations used more than once in the report text.

|        |                                                       |
|--------|-------------------------------------------------------|
| AADT   | annual average daily traffic                          |
| ADA    | Americans with Disabilities Act                       |
| ATR    | automated traffic recorders                           |
| City   | City of Ketchum                                       |
| CMF    | crash modification factor                             |
| EPDO   | equivalent property damage only                       |
| FYA    | flashing yellow arrow                                 |
| HCM    | Highway Capacity Manual                               |
| ITD    | Idaho Transportation Department                       |
| LHTAC  | Local Highway Technical Assistance Council            |
| LOS    | level of service                                      |
| LPI    | leading pedestrian interval                           |
| MP     | mile post                                             |
| mph    | miles per hour                                        |
| NACTO  | National Association of City Transportation Officials |
| PDO    | property damage only                                  |
| PHB    | pedestrian hybrid beacon                              |
| PROWAG | Public Rights-of-Way Accessibility Guidelines         |
| RRFB   | rectangular rapid flashing beacon                     |
| SH-75  | State Highway 75                                      |
| v/c    | volume to capacity ratio                              |
| vpd    | vehicles per day                                      |

# 1 Introduction

## 1.1 Background and Purpose

The City of Ketchum, Idaho (City) *Master Transportation Plan (2020)*<sup>4</sup> identified the opportunity to reconfigure Main Street (State Highway 75 [SH-75]) to reduce the number of vehicle travel lanes from the existing four lanes to three, with a travel lane in each direction and a center median lane that can provide dedicated left-turn pockets. This configuration has the potential to reduce pedestrian/vehicle conflicts and expand the sidewalks. As noted in the *Master Transportation Plan*, some potential drawbacks to the lane reconfiguration could include reduced roadway capacity for vehicular traffic; mail trucks and transit vehicles may stop traffic in the single through lane; left-turn lanes may be hard to access during high demand periods; and it may create some issues with snow removal.

The goals of this project are to improve vehicle progression on the corridor without shifting traffic to local streets, improve pedestrian and bike facilities and crossings, and enhance the streetscape and pedestrian realm. The purpose of this report is to document the alternatives analysis and the decision-making process that led to a recommended alternative that balances the need for improved public environment with the future traffic volume demand on Main Street.

## 1.2 Study Area

The study area (shown in Figure 1) begins at the intersection of Main Street and River Street and continues six blocks north to the 6<sup>th</sup> Street intersection where Main Street splits into Warm Springs Road to the northwest and Main Street to the northeast. Main Street runs through the core of Downtown Ketchum. The adjacent land use is zoned as Retail Core, featuring several small businesses, restaurants, and hotels. Main Street is also known as SH-75 and is owned by the Idaho Transportation Department (ITD). The highway connects southern Idaho to the Sawtooth Valley in central Idaho and serves as a commuter route for individuals working in Ketchum or Sun Valley communities. Ketchum is a

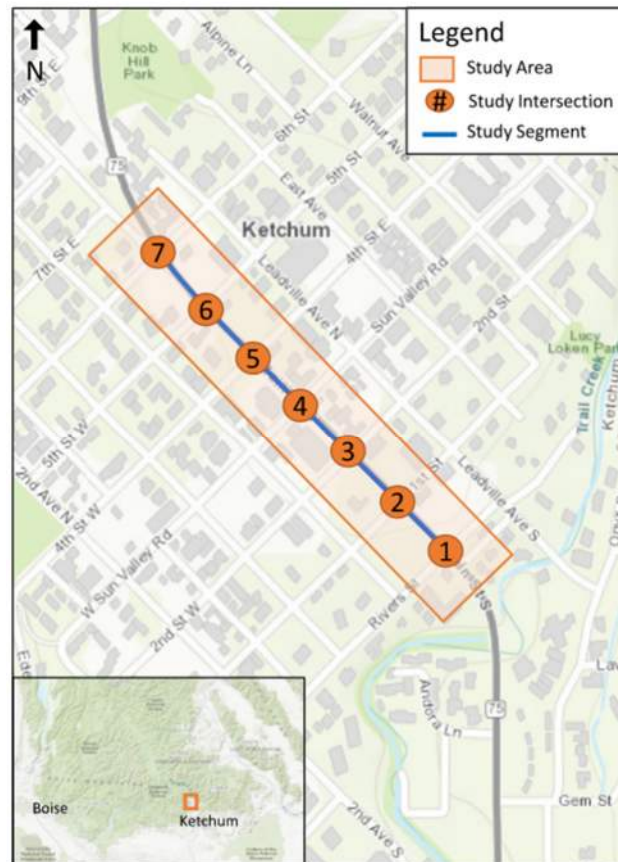


Figure 1. Study Area

<sup>4</sup> City of Ketchum, Master Transportation Plan. March 15, 2021.

resort, destination city with regional traffic generators, including two ski hills and outdoor recreational locations to the north and south.

### 1.3 Study Process

The study process followed the general procedure outlined in Figure 2. The project team performed an initial evaluation of existing conditions in the study area that considered existing traffic operations using deterministic methodologies, determined safety issues and needs, and examined the public realm needs. In coordination with ITD, the project team identified short-term improvements that could be implemented during the study to improve operations until a larger project could be completed. Signal timing improvements were analyzed and implemented in coordination with ITD under a separate project for the City.

Next, the project team analyzed different scenarios using a deterministic methodology to identify potential alternatives along the corridor. After consulting with the City Council, the team advanced three alternatives to a microsimulation analysis and presented the results of the microsimulation and additional safety opportunities at a public meeting where residents could evaluate the alternatives, ask questions, and provide feedback. An online survey accompanied the public meeting for those unable to attend the in-person meeting. Finally, the project team revised the alternatives, as necessary, prepared a final report, and presented it to the City Council for adoption.

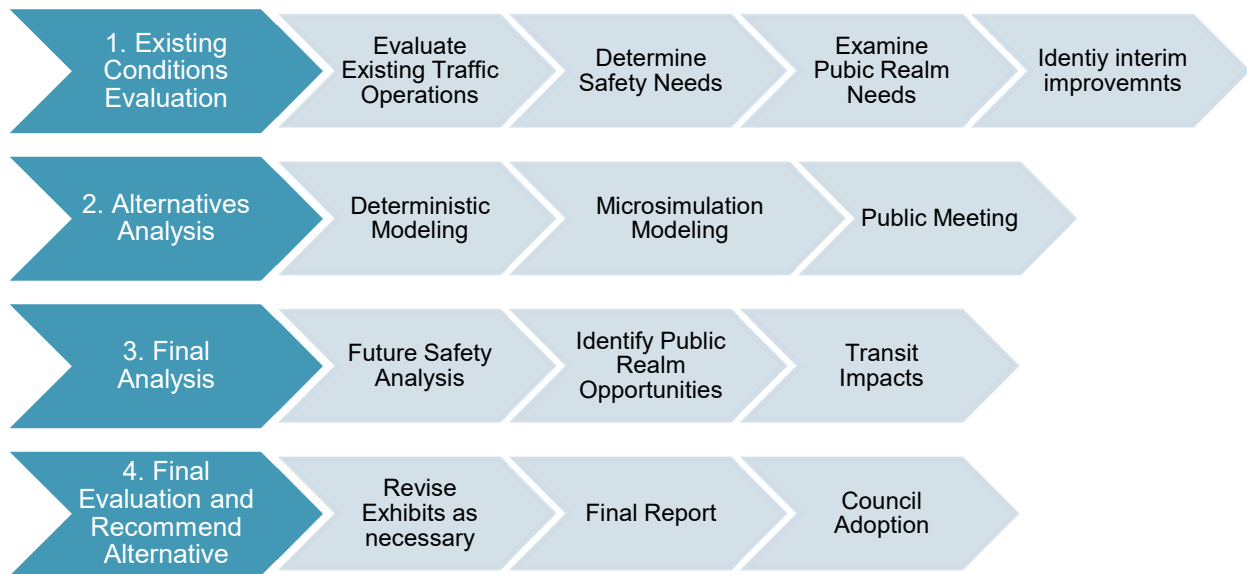


Figure 2. Study Process

### 1.4 Organization of Report

Following the introduction in Section 1, this report is also organized following the general structure of the study process shown in Figure 2.

- Section 2 describes existing conditions and determines needs;
- Section 3 presents the forecasted travel models and presents the deterministic modeling results;
- Section 4 describes the interim improvements;
- Section 5 discusses the microsimulation analysis;
- Section 6 details the safety evaluation and presents safety recommendations for each alternative;
- Section 7 summarizes the public meeting; and
- Section 8 compares alternatives, recommends a preferred alternative, presents a cost estimate, and discusses next steps.

## 2 Existing Conditions Evaluation

### 2.1 Land Use

The Main Street corridor is entirely within the Downtown Core neighborhood and the Community Core – specifically Retail Core – districts within the Ketchum zoning map. These designations match the land uses on the ground, as evident by a thriving main street corridor. The City’s 2014 *Comprehensive Plan*<sup>5</sup> identifies potential gateways to the city located at River Street and 6<sup>th</sup> Street along Main Street that are intended to let travelers to know they are entering an important part of Ketchum. Though it is evident that a traveler is entering a special district as a result of the walkable, Main Street land uses, no specific gateway elements exist. This stretch of town is a major part of the heart of Ketchum, supporting small businesses, restaurants, tourist destinations, and local life.

This corridor is expected to continue with commercial land uses in the future as it provides a core identity to the town. The

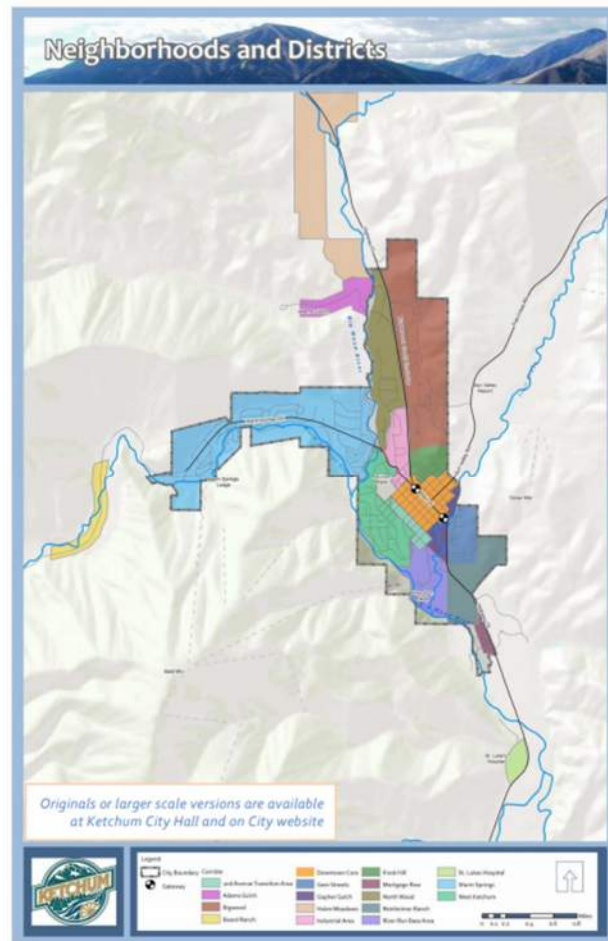


Figure 3. Ketchum Neighborhoods and Districts

<sup>5</sup> City of Ketchum. 2014 Comprehensive Plan. February 18, 2014. Available online: <https://www.ketchumidaho.org/planning-building/page/comprehensive-plan>



*2014 Comprehensive Plan* points to a slight differentiation in land uses along this stretch, with a specific focus on the portion between 1<sup>st</sup> and 5<sup>th</sup> Streets acting as the Retail Core. The areas bookending that segment are designated as either Commercial Employment or Mixed-Use Commercial, indicating a slightly decreased focus in the Main Street retail environment but a continuation of the diverse mix of uses that comprise much of the rest of downtown. With the construction of the mixed-use building on the south side of Main Street between River and 1<sup>st</sup> Streets, and the potential development diagonally across the intersection east of River Street, this distinction is not likely evident to most users. Similar change is possible west of 5<sup>th</sup> Street as well. As a result, the larger stretch between River and 6<sup>th</sup> Streets largely feels like one place type.

## 2.2 Public Realm

Of the six blocks that make up the Main Street corridor between River and 6<sup>th</sup> Streets, some blocks are more successful than others at providing a public realm that supports the walkable, vibrant downtown feel associated with Ketchum. However, more challenging than the success of any given block is the inconsistency of the public realm along the stretch. For instance, the blocks along Main Street from 4<sup>th</sup> to 6<sup>th</sup> Streets have a strong public realm supporting pedestrians with amenities such as identity and wayfinding signage, landscaping, larger sidewalks, benches, and bike racks. This stretch feels consistent and promotes a cohesive feel to the corridor (Figure 4). However, moving north or south, the amenities along the blocks oscillate between having a less comfortable and safe public realm and providing certain desirable elements (Figure 5).



**Figure 4. Successful Public Realm**



**Figure 5. Challenged Public Realm**

Areas with an inadequate public realm along the corridor currently consists of small, attached sidewalks that share limited space with retail shops, either making walking uncomfortable or lending to a cramped feeling for the adjacent establishments. Many areas along the corridor have limited or no amenities such as trash receptacles or benches, as well as limited or no landscaping or tree canopy. The investment in a consistent tree canopy is one of the most successful methods of creating a desirable and safe walking environment. This public realm inconsistency from block to block prevents the downtown core from being unified from a pedestrian point of view and creates smaller segments of the street, rather than one combined corridor. Even the stronger segments of the corridor are limited in their space and amenities,

pointing to an opportunity to reconsider the entire corridor's streetscape in the future. A potential reconfiguration of the roadway may provide a rare opportunity to attempt a larger overhaul.

## 2.3 Transit Facilities

Mountain Rides is the local transit authority maintaining bus routes throughout the City. Main Street serves as one of the main connection points for the bus system with several different lines running along the roadway. Stops are present in both directions at the 4<sup>th</sup> Street intersection near the Wells Fargo and at the 1<sup>st</sup> Street intersection near the Limelight Hotel and Kentwood Lodges. A single Mountain Rides sign delineates the stops but the stops themselves do not feature shelters, safety lighting, or other enhancements.

In conversations with Mountain Rides, the merge taper between 1<sup>st</sup> Street and River Street makes it difficult for busses to merge back into traffic after picking up passengers.

## 2.4 Existing Traffic Operations

### 2.4.1 Existing Intersection Control

The Main Street corridor features a variety of intersection controls along the six blocks. Sun Valley Road, 1<sup>st</sup> Street, and 5<sup>th</sup> Street are all signal controlled. 2<sup>nd</sup> Street and River Street are two-way stop controlled (TWSC) on the side streets and uncontrolled on Main Street. 4<sup>th</sup> Street is a right out on the side streets with a pedestrian hybrid beacon (PHB) or high intensity activated crosswalk (HAWK) beacon to stop traffic on Main Street for pedestrian crossings.

The Sun Valley Road intersection with Main Street is currently split phased on the north-south (Main Street) movements, meaning these movements occur separately from each other and are not timed concurrently. The east and west (Sun Valley Road) movements feature dedicated left-turn lanes with three section green-arrow signal heads allowing for a protected left-turn phase to occur. Until recently, no pedestrian movements were allowed at Sun Valley Road during vehicular movements but pedestrians were allowed to cross in any direction, even diagonally, during an exclusive pedestrian phase. This pedestrian phase is known as a "pedestrian scramble" or "barn dance" where all vehicles are stopped while pedestrians cross the intersection. As noted in Section 4 of this report, the pedestrian scramble was decommissioned as part of the interim improvements.

The 1<sup>st</sup> and 5<sup>th</sup> Street intersections with Main Street are two-phase intersections, meaning the northbound and southbound traffic (Main Street traffic) has a green light to proceed and then the east and westbound traffic proceeds. No exclusive left-turn phases exist and the pedestrian phases occur with the corresponding vehicle through movements. The 4<sup>th</sup> Street PHB is timed to operate twice during the Sun Valley Road cycle; however, poor compliance is observed with both pedestrians and vehicles, and this causes additional delay and queuing along Main Street.

### 2.4.2 Existing Volume Development

The project team took traffic counts on August 31, 2021 and identified an AM peak hour beginning at 8:00am and a PM peak hour beginning at 4:15pm. In the AM peak, the northbound movements are the largest traffic volumes throughout the corridor. Conversely, the PM peak is



characterized by commuters traveling southbound, with larger volumes at the southern end of the corridor. Additionally, in the PM peak hour, the number of vehicles taking the westbound left turn at Sun Valley Road increases by a factor of approximately 2.5 times the volume in the AM peak. Traffic counts are provided in **Appendix A**.

The City is a resort destination community with travel patterns that vary throughout the year. The City does not have any automated traffic recorder (ATR) stations of their own, but ITD has two ATRs at the following locations to estimate seasonal variations on SH-75 near Ketchum:

- ATR #28 – SH-75 @ mile post (MP) 135.95 (7.6 miles north of the SH-75 Spur junction)
- ATR #68 – SH-75 @ MP 119.4 (2.9 miles north of Bullion Street in Hailey, ID)

Using data from the ATRs, the project team analyzed traffic volumes on SH-75 for fluctuations throughout a given year. The highest traffic volumes were observed in the summer months, averaging over 15,000 vehicles per day (vpd) in June, July, and August at ATR #68 and around 2,400 vpd at ATR #28. The lowest traffic volumes were observed in the winter months of December, January, and February with volumes less than 12,000 vpd at ATR #68 and less than 900 vpd at ART #28. There is a significant drop in volume on the highway from north and south of Ketchum. Table 1 shows the average monthly seasonal factors determined from the historical ATR data. Volumes from 2020 are not included in the analysis due to the Covid-19 pandemic and associated shutdowns.

**Table 1. Monthly Seasonal Factors (MSFs)**

|          | Jan         | Feb         | Mar         | Apr         | May         | Jun         | Jul         | Aug         | Sep         | Oct         | Nov         | Dec         |
|----------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Avg MSF  | 0.90        | 0.94        | 0.88        | 0.85        | 0.93        | 1.11        | 1.24        | 1.19        | 1.08        | 1.03        | 0.88        | 0.98        |
| w/o 2020 | <b>0.89</b> | <b>0.93</b> | <b>0.89</b> | <b>0.89</b> | <b>0.94</b> | <b>1.11</b> | <b>1.24</b> | <b>1.18</b> | <b>1.06</b> | <b>1.02</b> | <b>0.88</b> | <b>0.97</b> |

The seasonal adjustments results are calculated by dividing the August 2021 count by a factor of 1.18. This represents an 18 percent decrease in volumes to represent a typical day. Figure 6 details the results of the volume adjustments.

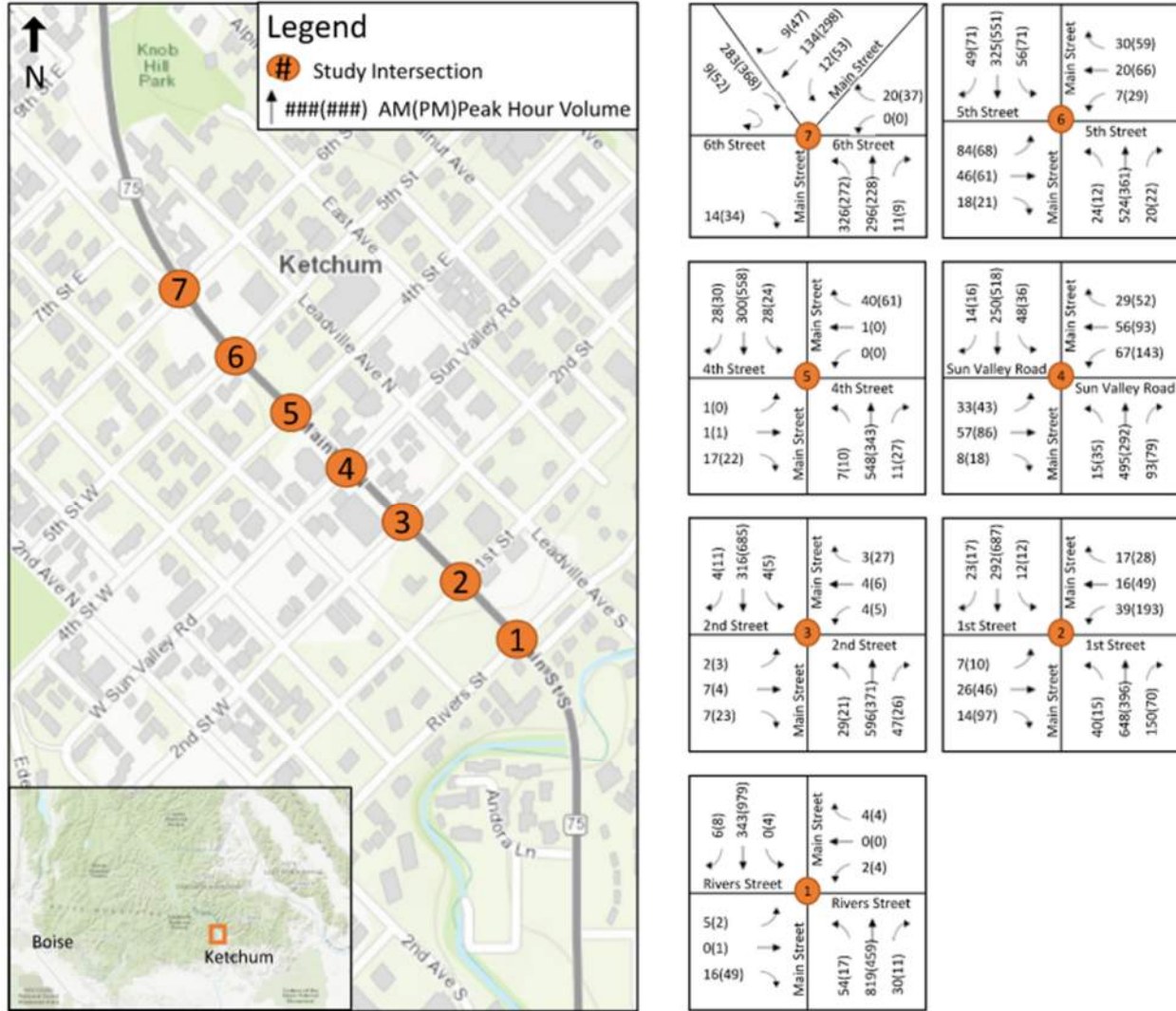


Figure 6. Main Street AM and PM Peak Hour Turning Movement Counts

### 2.4.3 Capacity and Level of Service

Capacity is defined as the maximum rate at which vehicles can pass through a given point in an hour under prevailing conditions. Intersection capacity is measured by evaluating the critical lane groups that experience the most delay for stop-controlled intersections. A volume to capacity (v/c) ratio less than 0.85 generally indicates that adequate capacity is available, and vehicles are not expected to experience significant queues or delays. As the v/c ratio approaches 1.0, traffic flow may become unstable and significant delay and queuing conditions may occur. Once the demand exceeds capacity, defined as a v/c ratio greater than 1.0, traffic flow is unstable and excessive delay and queuing is expected. The concept of level of service (LOS) was developed to correlate numerical traffic operational data to subjective descriptions of traffic performance at intersections. LOS is defined as the system of six designated ranges, from “A” (best) to “F” (worst), used to evaluate performance. Table 2 presents the Highway

Capacity Manual (HCM)<sup>6</sup> thresholds based on delay at stop-controlled and signalized intersections.

**Table 2. LOS Thresholds for Motor Vehicles at Intersections**

| LOS | Stop Control Intersection Control Delay (seconds/vehicle) | Signalized Intersection Control Delay (seconds/vehicle) |
|-----|-----------------------------------------------------------|---------------------------------------------------------|
| A   | ≤ 10                                                      | ≤ 10                                                    |
| B   | 10 – 15                                                   | 10 – 20                                                 |
| C   | 15 – 25                                                   | 20 - 35                                                 |
| D   | 25 – 35                                                   | 35 - 55                                                 |
| E   | 35 – 50                                                   | 55 - 80                                                 |
| F   | > 50                                                      | > 80                                                    |

Source: National Academies Press. Highway Capacity Manual, 6th Ed. A Guide for Multimodal Mobility Analysis.

The project team used Synchro 11 software to model and analyze study area intersections under existing conditions, and HCM 6<sup>th</sup> Edition and HCM 2000 analysis methods to produce the analysis reports.

**2.4.4 Existing Corridor Inefficiencies**

The corridor had several operational inefficiencies that affect intersection performance that were modeled in the initial deterministic analysis. A separate signal timing update occurred parallel to this analysis and HDR worked with City staff and ITD to implement some mitigation measures, described in Section 4. The inefficiencies include:

- The Sun Valley Road intersection is currently split phased on the north-south (Main Street) movements, meaning the movements occur separately from each other and are not timed concurrently. This impedes two-way progression on the corridor and increases the cycle length at the intersection, which intern increases delay;
- The pedestrian scramble at Sun Valley Road increases the signal cycle length. At the pedestrian clearance, time is calculated using the diagonal distance across the intersection instead of the shorter distance on the legs of the intersection;
- Although the signals along the corridor are closely spaced, they are not interconnected, which does not allow for a coordinated signal timing plan to be implemented. This limits vehicle progression through the corridor as green bands are unlikely to line up;
- The southbound travel lanes must merge from two lanes to one lane between River Street and 1<sup>st</sup> Street. Drivers were observed getting into the continuous left lane before 1<sup>st</sup> Street to avoid having to perform the merge maneuver before River Street. This creates an underutilization of lanes at the 1<sup>st</sup> Street intersection, degrading operations and capacity at the intersection; and

<sup>6</sup> National Academies Press. Highway Capacity Manual, Sixth Edition: A Guide for Multimodal Mobility Analysis.



- The “split” of Main Street at the 6<sup>th</sup> Street intersection causes some confusion due to the lack of proper pavement markings and way finding signage in advance of the intersection.

**2.4.5 Summer Peak Existing Traffic Operations**

Given the large variability of traffic volumes during the summer months compared to other months, the project team analyzed the intersections with the unadjusted August volumes for comparison with the seasonally adjusted volumes.

**Table 3. Summer Peak Existing Traffic Operations**

| Intersection          | Overall Intersection LOS | Movement   |             |       |                                                 |               |
|-----------------------|--------------------------|------------|-------------|-------|-------------------------------------------------|---------------|
|                       |                          | Lane Group | Delay (s)   | LOS   | 95 <sup>th</sup> Percentile Queue Length (feet) | V/C Ratio     |
| 1, River / Main       | C (D)                    | NET/L/R    | 18.1 (24.7) | C (C) | 4.4 (15.4)                                      | 0.072 (0.199) |
|                       |                          | SWT/L/R    | 23.4 (28.9) | C (D) | 2.2 (4.4)                                       | 0.033 (0.053) |
|                       |                          | NWT/L/R    | 8.2 (10.5)  | A (B) | 2.2 (2.2)                                       | 0.032 (0.022) |
|                       |                          | SET/L/R    | 0 (8.4)     | A (A) | 0 (0)                                           | 0 (0.004)     |
| 2, First / Main       | A (A)                    | NET/L/R    | 16.7 (15.1) | B (B) | 15.4 (50.6)                                     | 0.19 (0.34)   |
|                       |                          | SET/L      | 3.2 (7.7)   | A (A) | 13.2 (77)                                       | 0.16 (0.39)   |
|                       |                          | SET/R      | 3.2 (7.7)   | A (A) | 13.2 (72.6)                                     | 0.17 (0.42)   |
|                       |                          | NWT/L      | 4.7 (6.6)   | A (A) | 46.2 (50.6)                                     | 0.40 (0.26)   |
|                       |                          | NWT/R      | 4.7 (6.6)   | A (A) | 44 (44)                                         | 0.44 (0.29)   |
|                       |                          | SWT/L/R    | 17 (16.8)   | B (B) | 22 (99)                                         | 0.26 (0.58)   |
| 3, Second / Main      | C (B)                    | NET/L/R    | 16.6 (14)   | C (B) | 4.4 (4.4)                                       | 0.052 (0.087) |
|                       |                          | SWT/L/R    | 19.3 (14)   | C (B) | 2.2 (2.2)                                       | 0.044 (0.049) |
|                       |                          | SET/L      | 9.1 (8.2)   | A (A) | 0 (0)                                           | 0.005 (0.004) |
|                       |                          | SET/R      | 0 (0)       | A (A) | 0 (0)                                           | 0 (0)         |
|                       |                          | NWT/L      | 8 (9.1)     | A (A) | 2.2 (2.2)                                       | 0.025 (0.024) |
|                       |                          | NWT/R      | 0.1 (0.1)   | A (A) | 0.1 (0)                                         | 0 (0)         |
| 4, Sun Valley / Main* | D (D)                    | NWT/L/R    | 57.6 (52.4) | E (D) | #345 (#250)                                     | 0.95 (0.83)   |
|                       |                          | NEL        | 47.3 (51.1) | D (D) | 48 (66)                                         | 0.43 (0.44)   |
|                       |                          | NET/R      | 43.8 (48.5) | D (D) | 88 (122)                                        | 0.42 (0.52)   |
|                       |                          | SWL        | 48.8 (50.2) | D (D) | 90 (199)                                        | 0.37 (0.41)   |
|                       |                          | SWT/R      | 43.2 (44.7) | D (D) | 95 (153)                                        | 0.37 (0.41)   |
|                       |                          | SET/L/R    | 28.3 (41.5) | C (D) | 138 (281)                                       | 0.41 (0.73)   |

| Intersection      | Overall Intersection LOS | Movement   |             |       |                                                 |               |
|-------------------|--------------------------|------------|-------------|-------|-------------------------------------------------|---------------|
|                   |                          | Lane Group | Delay (s)   | LOS   | 95 <sup>th</sup> Percentile Queue Length (feet) | V/C Ratio     |
| 5, Fourth / Main* | A (A)                    | SET/L/R    | 0.1 (0.2)   | A (A) | 0 (0)                                           | 0.14 (0.21)   |
|                   |                          | NWT/L/R    | 0.1 (0.1)   | A (A) | 0 (0)                                           | 0.19 (0.14)   |
|                   |                          | NER        | 0 (0)       | A (A) | 0 (0)                                           | 0.01 (0.01)   |
|                   |                          | SWR        | 0 (0)       | A (A) | 0 (0)                                           | 0.03 (0.04)   |
| 6, Fifth / Main   | A (A)                    | NET/L/R    | 19.5 (19.2) | B (B) | 72 (61.6)                                       | 0.43 (0.45)   |
|                   |                          | NWT/L      | 3.9 (4)     | A (A) | 33 (26.4)                                       | 0.27 (0.19)   |
|                   |                          | NWT/R      | 4 (4.1)     | A (A) | 33 (24.2)                                       | 0.28 (0.21)   |
|                   |                          | SET/L      | 3.7 (4.9)   | A (A) | 24.2 (50.6)                                     | 0.23 (0.35)   |
|                   |                          | SET/R      | 3.8 (5.2)   | A (A) | 26.4 (50.6)                                     | 0.24 (0.37)   |
|                   |                          | SWT/L/R    | 18.5 (19.5) | B (B) | 31 (63.8)                                       | 0.22 (0.51)   |
| 7, Sixth / Main   | B (B)                    | NEL        | 10.2 (10.9) | B (B) | 2.2 (2.2)                                       | 0.023 (0.036) |
|                   |                          | SWL        | 10.2 (9.8)  | B (A) | 2.2 (4.4)                                       | 0.03 (0.051)  |

**AM (PM) results**

# = 95th percentile volume exceeds capacity, queue may be longer

\*Indicates that HCM 2000 was used due to pedestrian phase methodology not being supported

Table 3 represents the overall operations of intersections during the month of August, which is projected to see higher than average traffic due to tourism in the Ketchum region. Overall, the intersections operate well during each peak hour under existing conditions with some left-turning movements that have longer than desirable delays. The intersection of Main Street and Sun Valley Road operates poorly during the PM peak hour as the existing pedestrian scramble phase causes added delay to the intersection. In addition, the Main Street and Sun Valley Road intersection had significant delay of over 50 seconds for the NWT and left-turn movements onto Main Street in the AM and PM peaks. The NWT AM peak had the longest delay of 57.6 seconds at LOS E. The overall for this intersection is LOS D. The River and Main Street intersection also experienced high delays for the NEL and SWL movements. The delay for these movements was about 21 seconds in the AM and 26 seconds in the PM. The intersection has an overall LOS C for the AM peak and LOS D for the PM peak. Several queue lengths from intersections are estimated to be long and impact adjacent intersections. Detailed reports are provided in **Appendix B**.



## 2.4.6 Seasonally-Adjusted Traffic Operations

Table 4. Seasonally Adjusted Traffic Operations

| Intersection          | Overall Intersection LOS | Movement   |             |       |                                                 |               |
|-----------------------|--------------------------|------------|-------------|-------|-------------------------------------------------|---------------|
|                       |                          | Lane Group | Delay (s)   | LOS   | 95 <sup>th</sup> Percentile Queue Length (feet) | V/C Ratio     |
| 1, River / Main       | C (C)                    | NET/L/R    | 14.6 (19.5) | B (C) | 2.2 (11)                                        | 0.045 (0.136) |
|                       |                          | SWT/L/R    | 19.7 (22.3) | C (C) | 2.2 (2.2)                                       | 0.022 (0.034) |
|                       |                          | NWT/L/R    | 8 (9.7)     | A (A) | 2.2 (2.2)                                       | 0.026 (0.016) |
|                       |                          | SET/L/R    | 0 (8.2)     | A (A) | 0 (0)                                           | 0 (0.003)     |
| 2, First / Main       | A (A)                    | NET/L/R    | 16.7 (15.4) | B (B) | 13.2 (41.8)                                     | 0.17 (0.31)   |
|                       |                          | SET/L      | 2.9 (6.1)   | A (A) | 11 (55)                                         | 0.13 (0.32)   |
|                       |                          | SET/R      | 3 (6.4)     | A (A) | 11 (50.6)                                       | 0.14 (0.34)   |
|                       |                          | NWT/L      | 3.9 (5.4)   | A (A) | 33 (33)                                         | 0.34 (0.22)   |
|                       |                          | NWT/R      | 4.3 (5.6)   | A (A) | 33 (30.8)                                       | 0.37 (0.24)   |
|                       |                          | SWT/L/R    | 16.9 (16.8) | B (B) | 19.8 (81.4)                                     | 0.13 (0.54)   |
| 3, Second / Main      | C (B)                    | NET/L/R    | 14.4 (12.5) | B (B) | 2.2 (4.4)                                       | 0.038 (0.063) |
|                       |                          | SWT/L/R    | 15.7 (12.4) | C (B) | 2.2 (4.4)                                       | 0.028 (0.054) |
|                       |                          | SET/L      | 8.7 (8)     | A (A) | 0 (0)                                           | 0.003 (0.003) |
|                       |                          | SET/R      | 0 (0)       | A (A) | 0 (0)                                           | 0 (0)         |
|                       |                          | NWT/L      | 7.9 (8.7)   | A (A) | 2.2 (4.4)                                       | 0.021 (0.019) |
|                       |                          | NWT/R      | 0 (0.1)     | A (A) | 0 (0)                                           | 0 (0)         |
| 4, Sun Valley / Main* | D (D)                    | NWT/L/R    | 46.4 (47)   | D (D) | #252 (178)                                      | 0.39 (0.43)   |
|                       |                          | NEL        | 56.2 (51.9) | E (D) | 43 (58)                                         | 0.57 (0.49)   |
|                       |                          | NET/R      | 46.4 (47)   | D (D) | 76 (105)                                        | 0.39 (0.43)   |
|                       |                          | SWL        | 47.1 (50.4) | D (D) | 78 (168)                                        | 0.55 (0.68)   |
|                       |                          | SWT/R      | 42.4 (44.2) | D (D) | 81 (129)                                        | 0.30 (0.36)   |
|                       |                          | SET/L/R    | 26.3 (36.1) | C (D) | 113 (229)                                       | 0.33 (0.59)   |
| 5, Fourth / Main*     | A (A)                    | SET/L/R    | 0.1 (0.1)   | A (A) | 0 (0)                                           | 0.11 (0.18)   |
|                       |                          | NWT/L/R    | 0.1 (0.1)   | A (A) | 0 (0)                                           | 0.16 (0.11)   |
|                       |                          | NER        | 0 (0)       | A (A) | 0 (0)                                           | 0.01 (0.01)   |
|                       |                          | SWR        | 0 (0)       | A (A) | 0 (0)                                           | 0.02 (0.04)   |
| 6, Fifth / Main       | A (A)                    | NET/L/R    | 19.6 (19.2) | B (B) | 63 (72)                                         | 0.39 (0.41)   |
|                       |                          | NWT/L      | 3.3 (4.4)   | A (A) | 24.2 (11)                                       | 0.20 (0.16)   |
|                       |                          | NWT/R      | 3.5 (3.6)   | A (A) | 24.2 (11)                                       | 0.23 (0.17)   |



| Intersection    | Overall Intersection LOS | Movement   |             |       |                                                 |               |
|-----------------|--------------------------|------------|-------------|-------|-------------------------------------------------|---------------|
|                 |                          | Lane Group | Delay (s)   | LOS   | 95 <sup>th</sup> Percentile Queue Length (feet) | V/C Ratio     |
|                 |                          | SET/L      | 3.2 (4.2)   | A (A) | 17.6 (19.8)                                     | 0.19 (0.29)   |
|                 |                          | SET/R      | 3.3 (4.4)   | A (A) | 17.6 (19.8)                                     | 0.20 (0.31)   |
|                 |                          | SWT/L/R    | 18.7 (19.5) | B (B) | 29 (59)                                         | 0.21 (0.47)   |
| 7, Sixth / Main | A (A)                    | NEL        | 9.9 (10.4)  | A (B) | 2.2 (2.2)                                       | 0.018 (0.028) |
|                 |                          | SWL        | 9.9 (9.6)   | A (A) | 2.2 (2.2)                                       | 0.024 (0.04)  |

The seasonal adjusted volume operations reduced the overall delay times (Table 4); however, the Sun Valley Road and Main Street intersection still has significant delays for the NET movement in both the AM and PM peak hours. The intersection has an overall LOS D as generally the queues clear during one signal cycle. All other intersections operate with a LOS C or better during both AM and PM peak hours. Detailed reports are provided in **Appendix B**.

## 2.5 Crash History & Evaluation

### 2.5.1 Annual Average Daily Traffic Volume

The project team converted PM peak hour traffic volume data to annual average daily traffic (AADT) by using a conversion factor of 8.70. This factor was developed by comparing the AADT values on Main Street between 4<sup>th</sup> Street and 5<sup>th</sup> Street and between 2<sup>nd</sup> Street and Sun Valley Road to the related PM peak volume. The AADTs were divided by the PM peak hour traffic volumes to estimate a conversion factor from peak to AADT volumes on the corridor. The calculated factors were 8.72 for the segment between 2<sup>nd</sup> Street and Sun Valley Road and 8.68 for the segment between 4<sup>th</sup> Street and 5<sup>th</sup> Street. The average of these two values (8.70) was applied throughout the corridor.

### 2.5.2 Crash Costs and EPDO Weighting Factor

Average crash costs by severity are used in the existing conditions equivalent property damage only (EPDO) crash analysis. Average crash costs, shown in Table 5, are taken from ITD’s 2020 traffic crash resource<sup>7</sup>. The costs are economic costs reflecting the tangible (e.g., medical bills, car repairs, towing, legal, loss of productivity, etc.) cost of crashes. The EPDO weighting factors in Table 5 are calculated relative to property damage only (PDO) crash costs (i.e., fatal crash cost of \$10,322,433 divided by PDO crash cost of \$3,430 equals a weighting factor of 2,968).

<sup>7</sup> [Idaho Traffic Crashes 2020](https://apps.itd.idaho.gov/Apps/OHS/Crash/20/Analysis.pdf); <https://apps.itd.idaho.gov/Apps/OHS/Crash/20/Analysis.pdf>

**Table 5. Economical Crash Costs**

| Crash Severity               | Economic Crash Costs | EPDO Weighting Factor |
|------------------------------|----------------------|-----------------------|
| K - Fatal                    | \$ 10,322,433        | 2,968                 |
| A – Suspected Serious Injury | \$ 493,671           | 142                   |
| B – Suspected Minor Injury   | \$ 134,460           | 39                    |
| C – Possible Injury          | \$ 68,660            | 20                    |
| Property Damage Only (PDO)   | \$ 3,478             | 1                     |

The project team conducted a crash analysis on Main Street for the intersections and the blocks (or segments) between the intersections. Crashes are considered intersection crashes if coded as so in the Local Highway Technical Assistance Council (LHTAC) data; otherwise, the crashes are considered segment crashes. Crashes are summarized by frequency, type, and severity.

In addition, the project team ranked intersections and segments separately using a combined ranking of crash frequency, crash rate, and EPDO. EPDO assigns the weighting factors from Table 5 to crashes, by severity, to develop a score that reflects frequency and severity. The combined rank is developed by ranking the intersections and segments three times; according to 1) crash frequency (the number of crashes), 2) crash rate and 3) EPDO. The intersection crash rate is calculated by dividing the crash frequency by the total entering traffic volume from 2016 to 2020. The rankings are summed for each location and the location with the lowest score has the highest potential for safety improvement.

### 2.5.3 Intersection Crashes

During the 5-year study period (2016-2020) there were 25 crashes at intersections on Main Street between River Street and 6<sup>th</sup> Street. The most frequent crash type was rear end (13 crashes), and the most frequent contributing circumstance was following too close (8 crashes). Most of the crashes were PDO (15 crashes), with two suspected serious injury (A Injury) crashes, four minor injury (B Injury), and four possible injury (C injury) crashes. Most of the crashes occurred in daylight conditions (21 crashes) and on dry roads (17 crashes).

These types of crash patterns are consistent with congested signalized corridors and poor vehicular progression. The congestion increases the likelihood drivers are following too close and will rear-end another vehicle. Poor vehicular progression also increases the number rear end crashes as drivers behave in a stop-and-go pattern, instead of a consistent flow.

Figure 7 shows the number and severity of crashes at the study intersections. Table 6 shows the crash types at the study intersections, and Table 7 shows most frequent crash contributing circumstances.



Figure 7. Intersection Crashes by Location and Severity (2016-2020)

Table 6. Intersection Crash Types (2016-2020)

| Intersection                    | Total | Crash Types |            |       |                         |                 |                |
|---------------------------------|-------|-------------|------------|-------|-------------------------|-----------------|----------------|
|                                 |       | Rear-end    | Side Swipe | Angle | Pedestrian / Pedalcycle | Head on Turning | Road Departure |
| E River Street / Main Street*   | 2     | 1           | 1          |       |                         |                 |                |
| 1st Street / Main Street**      | 5     | 1           |            | 2     | 1                       | 1               |                |
| 2nd Street / Main Street*       | 4     | 2           | 1          |       | 1                       |                 |                |
| Sun Valley Road / Main Street** | 4     | 3           | 1          |       |                         |                 |                |
| 4th Street / Main Street***     | 5     | 3           | 1          |       |                         |                 | 1              |

| Intersection                             | Total     | Crash Types |            |          |                         |                 |                |
|------------------------------------------|-----------|-------------|------------|----------|-------------------------|-----------------|----------------|
|                                          |           | Rear-end    | Side Swipe | Angle    | Pedestrian / Pedalcycle | Head on Turning | Road Departure |
| 5 <sup>th</sup> Street / Main Street**   | 3         | 1           | 2          |          |                         |                 |                |
| 6 <sup>th</sup> Street / Main Street**** | 2         | 2           |            |          |                         |                 |                |
| <b>Total</b>                             | <b>25</b> | <b>13</b>   | <b>6</b>   | <b>2</b> | <b>2</b>                | <b>1</b>        | <b>1</b>       |

\* Two-way stop-controlled intersection

\*\* Signalized intersection

\*\*\* Two-way stop-controlled with rectangular rapid flashing beacon (RRFB) intersection

\*\*\*\* Five-way intersection with two-way stop-controlled

**Table 7. Intersection Contributing Circumstances (2016-2020)**

| Intersection                             | Total     | Circumstances       |                 |              |                         |                       |             |                         |
|------------------------------------------|-----------|---------------------|-----------------|--------------|-------------------------|-----------------------|-------------|-------------------------|
|                                          |           | Following Too Close | Failed to Yield | None / Other | Failed to Maintain Lane | Failed to Obey Signal | Inattention | Too Fast for Conditions |
| E River Street / Main Street*            | 2         | 1                   |                 |              | 1                       |                       |             |                         |
| 1 <sup>st</sup> Street / Main Street**   | 5         | 1                   | 1               |              |                         | 2                     | 1           |                         |
| 2 <sup>nd</sup> Street / Main Street*    | 4         | 2                   | 1               | 1            |                         |                       |             |                         |
| Sun Valley Road / Main Street**          | 4         |                     |                 | 2            | 1                       |                       |             | 1                       |
| 4 <sup>th</sup> Street / Main Street***  | 5         | 2                   | 1               | 1            | 1                       |                       |             |                         |
| 5 <sup>th</sup> Street / Main Street**   | 3         | 1                   | 1               |              |                         |                       | 1           |                         |
| 6 <sup>th</sup> Street / Main Street**** | 2         | 1                   |                 | 1            |                         |                       |             |                         |
| <b>Total</b>                             | <b>25</b> | <b>8</b>            | <b>4</b>        | <b>5</b>     | <b>3</b>                | <b>2</b>              | <b>2</b>    | <b>1</b>                |

\* Two-way stop-controlled intersection

\*\* Signalized intersection

\*\*\* Two-way stop-controlled with rectangular rapid flashing beacon (RRFB) intersection

\*\*\*\* Five-way intersection with two-way stop-controlled

Table 8 shows the frequency, crash rate and EPDO scores for each of the study intersections, and Table 9 shows the resulting ranking and potential for safety improvement. The 1<sup>st</sup> Street and Sun Valley Road intersections ranked first and second, respectively. They each have experienced one suspected major injury (A injury) crash and rank in the top half of crash frequency.

**Table 8. Intersections – Frequency, Crash Rate, EPDO Score (2016-2020)**

| Intersection                         | Crash Frequency<br>(Total Crashes<br>from 2016-2020) | Crash Rate<br>(Crashes per Million<br>Entering Vehicles<br>(MEV)) | EPDO<br>Score |
|--------------------------------------|------------------------------------------------------|-------------------------------------------------------------------|---------------|
| E River Street / Main Street         | 2                                                    | 0.12                                                              | 21            |
| 1 <sup>st</sup> Street / Main Street | 5                                                    | 0.28                                                              | 184           |
| 2 <sup>nd</sup> Street / Main Street | 4                                                    | 0.28                                                              | 61            |
| Sun Valley Road / Main Street        | 2                                                    | 0.25                                                              | 202           |
| 4 <sup>th</sup> Street / Main Street | 4                                                    | 0.37                                                              | 5             |
| 5 <sup>th</sup> Street / Main Street | 5                                                    | 0.18                                                              | 41            |
| 6 <sup>th</sup> Street / Main Street | 3                                                    | 0.13                                                              | 21            |

EPDO = equivalent property damage only

**Table 9. Intersection - Potential for Safety Improvement (2016-2020)**

| Intersection                         | Crash<br>Frequency<br>Rank | Crash<br>Rate Rank | EPDO<br>Score Rank | Combined<br>Score |
|--------------------------------------|----------------------------|--------------------|--------------------|-------------------|
| 1 <sup>st</sup> Street / Main Street | 1                          | 2                  | 2                  | 5                 |
| Sun Valley Road / Main Street        | 3                          | 4                  | 1                  | 8                 |
| 2 <sup>nd</sup> Street / Main Street | 3                          | 3                  | 3                  | 9                 |
| 4 <sup>th</sup> Street / Main Street | 1                          | 1                  | 7                  | 9                 |
| 5 <sup>th</sup> Street / Main Street | 5                          | 5                  | 4                  | 14                |
| 6 <sup>th</sup> Street / Main Street | 6                          | 6                  | 5                  | 17                |
| E River Street / Main Street         | 6                          | 7                  | 5                  | 18                |

EPDO = equivalent property damage only

#### 2.5.4 Segment Crashes

During the 5-year study period, there were 18 non-intersection related crashes on Main Street between E River Street and 6<sup>th</sup> Street. The most frequent crash type was rear end (9 crashes), and the most frequent contributing circumstance was following too close (4 crashes). Most of the crashes were PDO (11 crashes), with two suspected serious injury (A Injury) crashes, and five possible injury crashes (C Crashes). Most of the crashes occurred in daylight conditions (17 crashes) and clear sky (17 crashes).

Figure 8 shows the number and severity of crashes at the study segments. Table 10 shows the crash types on each segment, and Table 11 shows most frequent crash contributing circumstances. As with the intersection crashes, these types of crash patterns are consistent with congested signalized corridors and poor vehicular progression. The congestion increases the likelihood drivers are following too close and will rear-end another vehicle. Poor vehicular

progression also increases the number rear end crashes as drivers behave in a stop-and-go pattern, instead of a consistent flow.

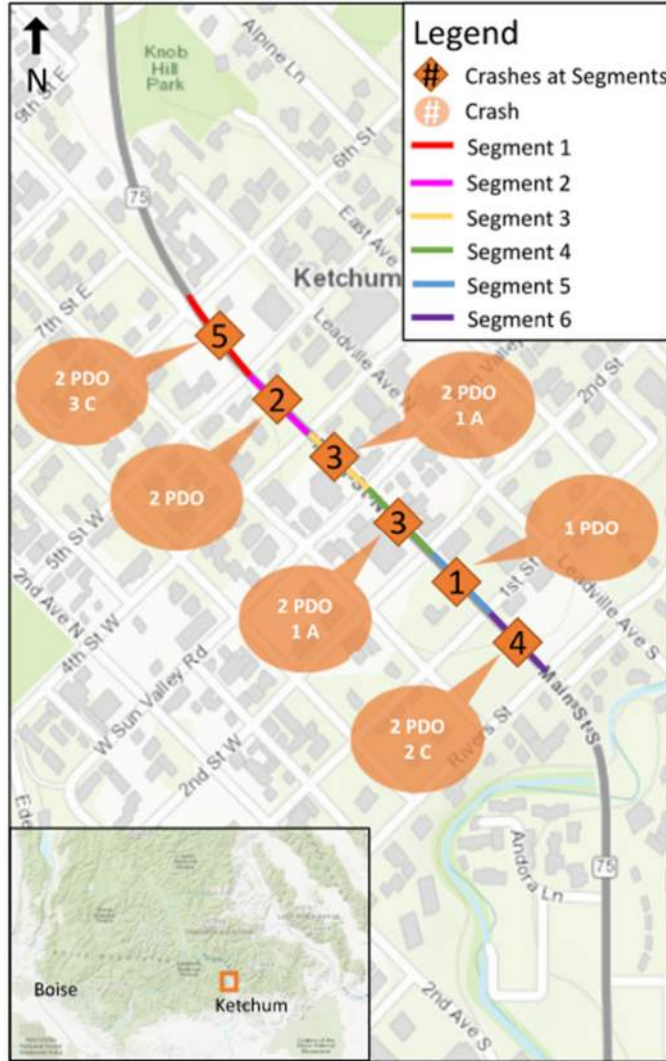


Figure 8. Segment related crashes by location and severity

**Table 10. Segment Crash Types (2016-2020)**

| Intersection                                     | Total     | Crash Types |                           |            |                         |          |                        |             |          |
|--------------------------------------------------|-----------|-------------|---------------------------|------------|-------------------------|----------|------------------------|-------------|----------|
|                                                  |           | Rear-end    | Side Swipe Same Direction | Parked Car | Pedestrian / Pedalcycle | Overturn | Same Direction Turning | Backed into | Angle    |
| E River Street to 1 <sup>st</sup> Street         | 4         | 3           |                           | 1          |                         |          |                        |             |          |
| 1 <sup>st</sup> Street to 2 <sup>nd</sup> Street | 1         | 1           |                           |            |                         |          |                        |             |          |
| 2 <sup>nd</sup> Street to Sun Valley Road        | 3         | 3           |                           |            |                         |          |                        |             |          |
| Sun Valley Road to 4 <sup>th</sup> Street        | 3         |             |                           |            | 1                       |          |                        | 1           | 1        |
| 4 <sup>th</sup> Street to 5 <sup>th</sup> Street | 2         | 1           |                           | 1          |                         |          |                        |             |          |
| 5 <sup>th</sup> Street to 6 <sup>th</sup> Street | 5         | 1           | 2                         |            |                         | 1        | 1                      |             |          |
| <b>Total</b>                                     | <b>18</b> | <b>9</b>    | <b>2</b>                  | <b>2</b>   | <b>1</b>                | <b>1</b> | <b>1</b>               | <b>1</b>    | <b>1</b> |

**Table 11. Segment Contributing Circumstances (2016-2020)**

| Intersection                                     | Total     | Circumstances       |              |             |                         |                  |             |                                     |               |                  |
|--------------------------------------------------|-----------|---------------------|--------------|-------------|-------------------------|------------------|-------------|-------------------------------------|---------------|------------------|
|                                                  |           | Following Too Close | None / other | Inattention | Failed to Maintain Lane | Alcohol Impaired | Distraction | Foot Slipped Off or Caught on Pedal | Improper Turn | Failed to Signal |
| E River Street to 1 <sup>st</sup> Street         | 4         | 2                   |              | 2           |                         |                  |             |                                     |               |                  |
| 1 <sup>st</sup> Street to 2 <sup>nd</sup> Street | 1         |                     |              |             |                         |                  |             | 1                                   |               |                  |
| 2 <sup>nd</sup> Street to Sun Valley Road        | 3         | 1                   | 1            |             |                         |                  | 1           |                                     |               |                  |
| Sun Valley Road to 4 <sup>th</sup> Street        | 3         |                     | 1            |             |                         | 2                |             |                                     |               |                  |
| 4 <sup>th</sup> Street to 5 <sup>th</sup> Street | 2         | 1                   | 1            |             |                         |                  |             |                                     |               |                  |
| 5 <sup>th</sup> Street to 6 <sup>th</sup> Street | 5         |                     | 1            |             | 2                       |                  |             |                                     | 1             | 1                |
| <b>Total</b>                                     | <b>18</b> | <b>4</b>            | <b>4</b>     | <b>2</b>    | <b>2</b>                | <b>2</b>         | <b>1</b>    | <b>1</b>                            | <b>1</b>      | <b>1</b>         |

Table 12 shows the frequency, crash rate and EPDO scores for each of the study segments and Table 14 shows the resulting ranking and potential for safety improvement. Table 13 shows the crash rates and the related critical crash rates using a level of confidence of .95 (K=1.645). Idaho’s 2020 crash rate for local roads was 1.653<sup>8</sup>. Critical crash rate was calculated by adding

<sup>8</sup> [Idaho Traffic Crashes 2020 ; https://apps.itd.idaho.gov/Apps/OHS/Crash/20/Analysis.pdf](https://apps.itd.idaho.gov/Apps/OHS/Crash/20/Analysis.pdf)

1.653 (Idaho’s 2020 crash rate for local roads) to  $K*(1.653/MVM)^{1/2} + .5/MVMT$ . Million vehicle miles (MVM) was specific to each segment. Critical crash rates were calculated since the segment lengths are only .05 miles each. The highest ranking for segment crashes is between 5<sup>th</sup> Street and 6<sup>th</sup> Street, and it is the only segment to be over the critical crash rate. In addition, the crash rate for the entire Main Street segment is over the calculated critical crash rate.

**Table 12. Segment – Frequency, Crash Rate, EPDO Score (2016-2020)**

| Segment                                          | Crash Frequency<br>(Total Crashes from<br>2016-2020) | Crash Rate<br>(Crashes per MVM) | EPDO<br>Score |
|--------------------------------------------------|------------------------------------------------------|---------------------------------|---------------|
| E River Street to 1 <sup>st</sup> Street         | 4                                                    | 3.45                            | 42            |
| 1 <sup>st</sup> Street to 2 <sup>nd</sup> Street | 1                                                    | 1.09                            | 1             |
| 2 <sup>nd</sup> Street to Sun Valley Road        | 3                                                    | 3.37                            | 144           |
| Sun Valley Road to 4 <sup>th</sup> Street        | 3                                                    | 3.91                            | 144           |
| 4 <sup>th</sup> Street to 5 <sup>th</sup> Street | 2                                                    | 2.44                            | 2             |
| 5 <sup>th</sup> Street to 6 <sup>th</sup> Street | 5                                                    | 5.26                            | 62            |

MVM = million vehicle miles; EPDO = equivalent property damage only

**Table 13. Segment – Crash rate vs Critical Crash Rate (2016-2020)**

| Segment                                          | Crash Rate<br>(Crashes per<br>MVM) | Critical Crash<br>Rate<br>(Crashes per<br>MVM) | Over or under<br>Critical Crash<br>Rate |
|--------------------------------------------------|------------------------------------|------------------------------------------------|-----------------------------------------|
| E River Street to 1 <sup>st</sup> Street         | 3.45                               | 4.05                                           | Under                                   |
| 1 <sup>st</sup> Street to 2 <sup>nd</sup> Street | 1.09                               | 4.41                                           | Under                                   |
| 2 <sup>nd</sup> Street to Sun Valley Road        | 3.37                               | 4.46                                           | Under                                   |
| Sun Valley Road to 4 <sup>th</sup> Street        | 3.91                               | 4.72                                           | Under                                   |
| 4 <sup>th</sup> Street to 5 <sup>th</sup> Street | 2.44                               | 4.60                                           | Under                                   |
| 5 <sup>th</sup> Street to 6 <sup>th</sup> Street | 5.26                               | 4.35                                           | Over                                    |
| Entire Segment                                   | 3.27                               | 2.65                                           | Over                                    |

MVM = million vehicle miles



**Table 14. Segment - Potential for Safety Improvement (2016-2020)**

| Segment                                          | Crash Frequency Rank | Crash Rate Rank | EPDO Score Rank | Combined Score |
|--------------------------------------------------|----------------------|-----------------|-----------------|----------------|
| 5 <sup>th</sup> Street to 6 <sup>th</sup> Street | 1                    | 1               | 3               | 5              |
| Sun Valley Road to 4 <sup>th</sup> Street        | 3                    | 2               | 1               | 6              |
| 2 <sup>nd</sup> Street to Sun Valley Road        | 3                    | 4               | 1               | 8              |
| E River Street to 1 <sup>st</sup> Street         | 2                    | 3               | 4               | 9              |
| 4 <sup>th</sup> Street to 5 <sup>th</sup> Street | 5                    | 5               | 6               | 15             |
| 1 <sup>st</sup> Street to 2 <sup>nd</sup> Street | 6                    | 6               | 5               | 18             |

EPDO = equivalent property damage only

### 2.5.5 Additional Qualitative Safety Issues

The project team learned of safety concerns with the corridor from conversations with City staff, the public at public involvement meetings, and with the City Council. These concerns may not be directly contributing to crashes within the study area, but they do increase the amount of stress that pedestrians, bicyclists, and motorists feel when navigating the area.

Several intersections have multiple approaches to single parcels or long vehicle approaches that could be consolidated. For example, at 1<sup>st</sup> Street, the access to the Village Market is very long and close to the intersection, which creates more turning conflicts with pedestrians than necessary if the access was consolidated. Additionally, the Veltex property has two access points less than 10 feet away from the intersection, which cause confusion at the intersection. City staff noted that some individuals use the two approaches to avoid the intersection by cutting through the Veltex parking lot. Figure 9 and Figure 10 show the existing conditions at these locations.



**Figure 9. Large Access and Lack of ADA/PROWAG Compliant Facilities at 1<sup>st</sup> Street**



**Figure 10. Multiple Approaches Close to the 5th Street Intersection**

The Main Street Corridor also is lacking facilities that are compliant with the Americans with Disabilities Act (ADA) and Public Rights-of-Way Accessibility Guidelines (PROWAG). Most of the curb ramps do not have truncated domes or wheelchair-accessible pedestrian pushbuttons. This increases the likelihood that visually impaired and wheelchair-dependent users may enter the intersection during a conflicting vehicle movement. Figure 11 shows a non-compliant corner on the corridor.



**Figure 11. ADA/PROWAG Noncompliant Corner at Sun Valley Road and Main Street**

In conversations with City staff, and during a walking tour, concerns were raised about the ability of northbound traffic seeing pedestrians crossing at the River Street intersection. Vehicular traffic is traversing up a hill and the crosswalk markings on the north side of the intersection are difficult to see. With two new hotels expected to redevelop adjacent lots on the corner, there is concern for an increase in pedestrians and that drivers may not be able to stop in time when a pedestrian is crossing. Figure 12 shows the existing conditions at the River Street Intersection.



Figure 12. River Street Intersection View from the South.

## 3 Future Conditions and Initial Alternatives

### 3.1 Study Year and Target LOS

For the purposes of this study, the project team identified year 2042 as the design year for the improvements. Per section A.15 of ITD's *Roadway Design Manual*<sup>9</sup> LOS D is "applicable for Federal-aid construction on State and local highway excluding highways on the National Highway System." Since ITD owns Main Street, the project team set a target LOS D for the operations analysis.

### 3.2 Forecasted Traffic Patterns

The City of Ketchum does not lie within boundaries of a Municipal Planning Organization (MPO) that would produce a travel demand model that projects trip generation out into the future. Therefore, the project team calculated an average growth rate to represent traffic volume growth.

Traffic volumes on SH-75 were analyzed using historical data from ITD's ATRs to see how they have grown between 1990 and 2019. Due to the Covid 19 pandemic shutdowns, 2020 data was

<sup>9</sup> Idaho Transportation Department (ITD). Roadway Design manual. 2012

again excluded. Historical data from the ATR stations show patterns of steady and rapid growth on SH-75 up to the early 2000s, followed by a steep decline that coincides with the Great Recession. Traffic volumes started increasing again around 2012 and have steadily increased each year approaching the highest volumes seen before the Great Recession. Using the ATR data, the project team calculated a historical annual average growth rate of 1.44 percent for SH-75 and applied it as a regional growth factor for the City of Ketchum. Figure 13 and Figure 14 show the historical patterns of the AADT along SH-75.

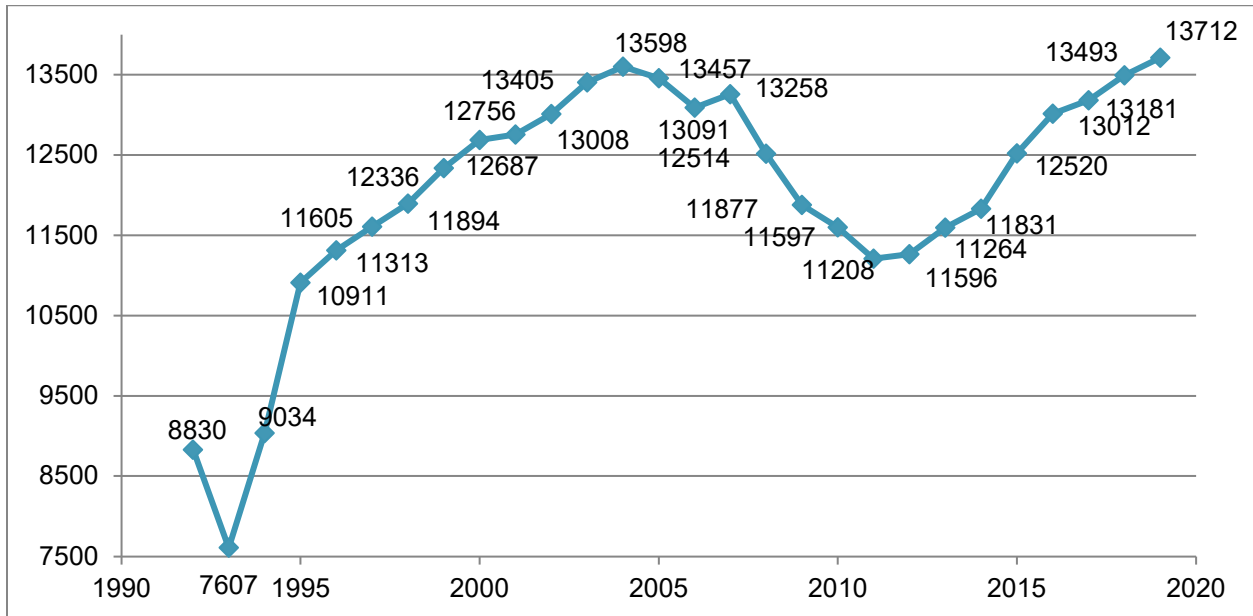


Figure 13. ATR #68 Historic AADT

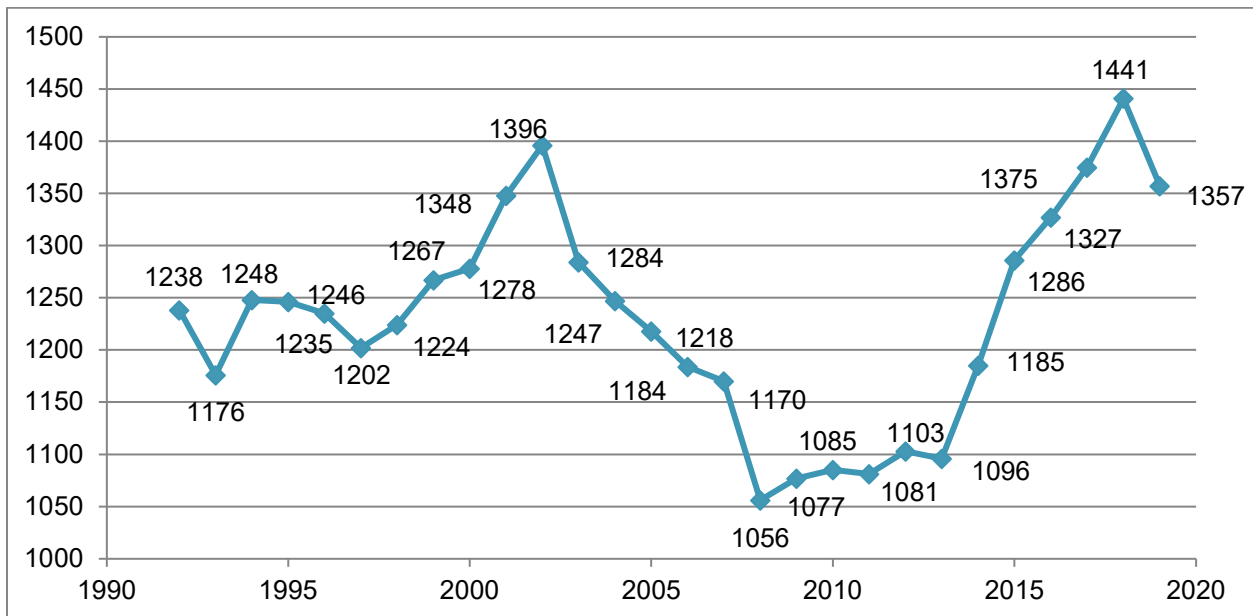


Figure 14. ATR #28 Historic AADT

The project team developed two separate volume scenarios for this study: 1) applying the growth rate to the unadjusted August counts, called the summer volumes, and 2) applying the growth rate to the adjusted counts, called the average volumes. Forecasted traffic volumes for the AM and PM peak hours are provided in Figure 15 and Figure 16.



Figure 15. Average Main Street 2042 Volumes

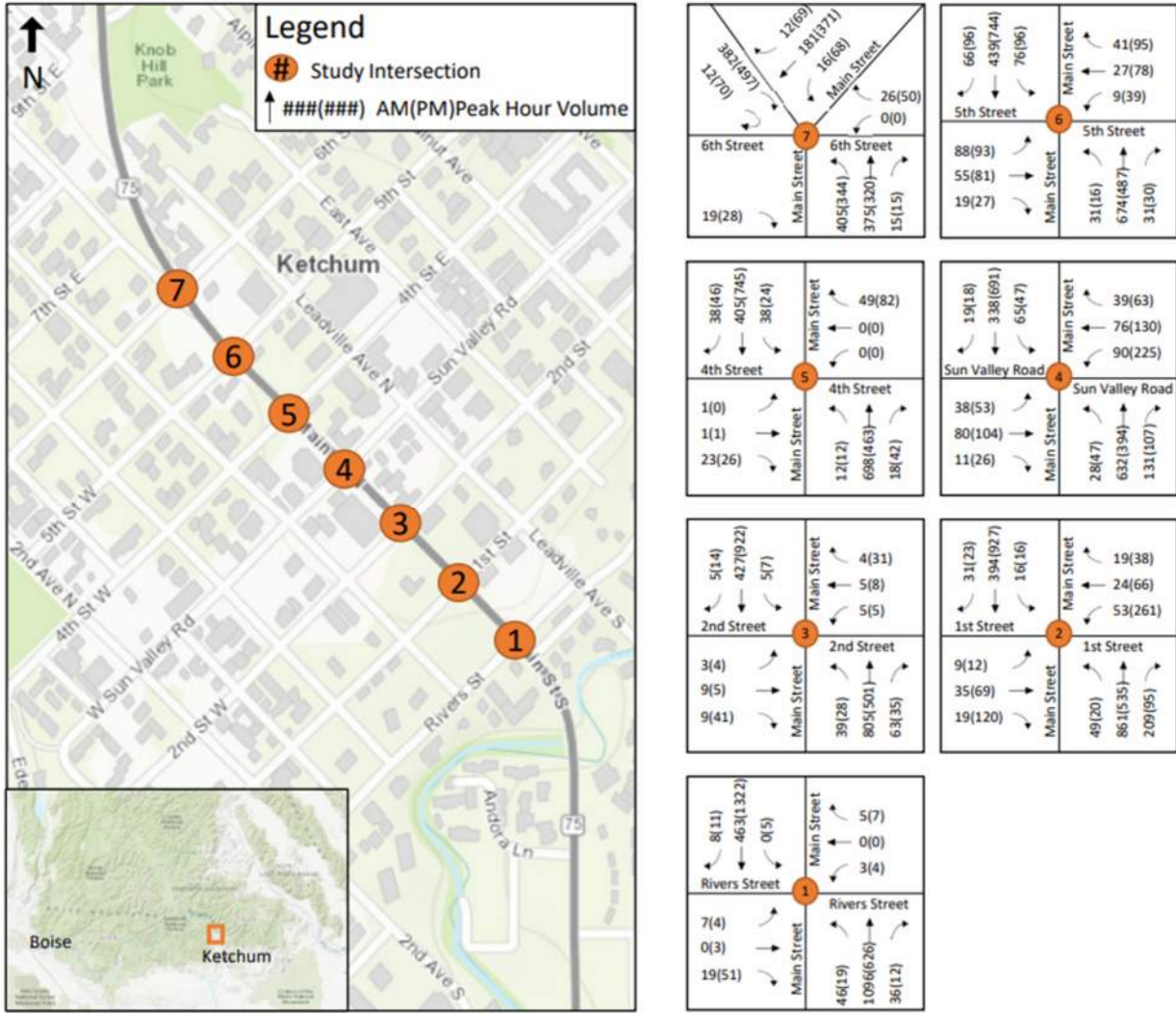


Figure 16. Summer Main Street 2042 Volumes

### 3.3 Future Scenario Evaluation

The project team developed two scenarios (No-Build and Build 3-lane configuration) along Main Street for both the average and summer volumes conditions for a total of four analysis scenarios (AM and PM peak for each). Table 15 summarizes different analysis scenarios. The analysis results of each are discussed in detail in **Appendix C – Draft Future Conditions Memo**.

**Table 15. Main Street Analysis Scenarios**

| No. | Volumes Used | Scenario | Main Street Cross Section                                                                | Signal Operations                                                    | Peak Hour Factor |
|-----|--------------|----------|------------------------------------------------------------------------------------------|----------------------------------------------------------------------|------------------|
| 1   | 2042 Average | No-Build | Two lanes in each direction, no dedicated turn lanes at intersections                    | Existing signal timing parameters                                    | 0.92             |
| 2   | 2042 Summer  |          |                                                                                          |                                                                      |                  |
| 3   | 2042 Average | Build    | One lane in each direction, dedicated left-turn lane at each intersection on Main Street | 100 second cycle length, flashing yellow arrows (FYA) for left turns |                  |
| 4   | 2042 Summer  |          |                                                                                          |                                                                      |                  |

**3.3.1 Main Street Scenario 1**

The first scenario on Main Street evaluates the existing four-lane section and timing parameters with the 2042 average volumes. Only the Sun Valley Road intersection and River Street intersection perform below ITD’s recommended LOS D threshold. Sun Valley Road is estimated to operate at LOS F during the AM peak hour and LOS E during the PM peak hour, largely due to the split phasing of Main Street traffic.

Side street traffic at River Street looking to turn onto Main Street becomes overwhelmed by the large PM peak volumes of southbound traffic and cannot find a gap to turn left. This reduces River Street to an estimated LOS F. The remaining intersections are estimated to operate at an LOS C or better in the AM and PM peak hours. The average speed through the corridor is expected to be 14 miles per hour (mph) in the AM peak and 10 mph in the PM peak.

**3.3.2 Main Street Scenario 2**

Like the first scenario, the second scenario evaluates the existing four-lane section and timing parameters but with the summer 2042 volumes. Again, the Sun Valley Road and River Street intersections operate below ITD’s recommended LOS D threshold. Sun Valley Road is estimated to operate at LOS F in both peak hours with northbound queues approaching 600 feet in the AM peak hour. The northbound traffic is expected to exceed the capacity of the intersection in both the AM and PM peak hours and the southbound traffic is expected to exceed capacity in the PM peak.

River Street continues to operate at LOS F in the PM peak hour, with the remaining intersections operating at an estimated LOS D or better in both peak hours.

The average speed through the corridor is expected to be approximately 8 mph in the morning and 7 mph in the evening peak. The capacity of the corridor is exceeded and over 200 vehicles are estimated to not be served during the peak hours.

**3.3.3 Main Street Scenario 3**

In scenario three, the 2042 average volumes are analyzed with a three-lane section, one lane in each direction with dedicated left-turn lanes at each intersection along Main Street. Side streets will remain in their existing configurations. The signalized intersections were evaluated with 100-second cycle lengths and flashing yellow arrow (FYA) left-turn operations. Pedestrian clearance



times were reduced due to the smaller crossing distances expected. Sun Valley Road’s split phasing and pedestrian scramble phase were replaced with a standard signal phasing.

Overall, the intersections through the corridor are expected to operate at a better LOS in 2042, with the Sun Valley Road intersection experiencing the largest improvement to LOS B in both peak hours.

In terms of the corridor’s performance, the average speed through the corridor is expected to be 14 mph in the morning peak and 10 mph in the evening peak. However, the corridor’s capacity is exceeded in the evening and 28 vehicles will not be served.

Unfortunately, the LOS and delay benefits expected at the intersections may not be fully realized due to excessive queue lengths. For example, the southbound queue lengths at 1<sup>st</sup> Street are expected to exceed 330 feet, which would back up traffic through the 2<sup>nd</sup> Street intersection. 5<sup>th</sup> Street’s estimated queue lengths are also large in the evening peak with southbound traffic backing up nearly 370 feet, which would clog the 6<sup>th</sup> Street intersection. The HCM’s methodology analyzes intersections in isolation and does not consider queue spillback. It’s expected that these large queue lengths would interfere with upstream intersection operations, degrading their LOS. Therefore, reported LOS and delay benefits should be read with caution and within the context of the queue lengths.

### 3.3.4 Main Street Scenario 4

The final scenario on Main Street analyzes the same roadway cross section as Scenario 3, but with the 2042 summer volumes. Signal operations, pedestrian clearances, and phasing are also the same as in Scenario 3.

With the increase in volumes in the summer months, River Street, 1<sup>st</sup> Street, and 2<sup>nd</sup> Street are expected to operate at LOS E or LOS F during the peak hours. The traffic at River Street and 2<sup>nd</sup> Street, both stop-controlled intersections, struggle to find a gap to turn left onto Main Street, increasing delays. In the case of the signalized operations at 1<sup>st</sup> Street, it is estimated to operate at LOS E in the PM peak hour with the southbound movements experiencing LOS F. The remaining intersections are expected to operate at an acceptable LOS.

As with Scenario 3, the LOS and delay benefits experienced at the intersection may not be fully realized due to excessive queue lengths. For example, at 1<sup>st</sup> Street, the PM peak southbound traffic experiences an estimated queue length of 1,309 feet. This long of a queue would back traffic up nearly to 6<sup>th</sup> Street, blocking the other intersections on the corridor. Similarly, the queued northbound traffic at 1<sup>st</sup> Street in the morning is expected to back up 721 feet, extending beyond River Street.

### 3.3.5 Main Street Initial Scenarios Comparison

At first glance, reducing the number of lanes from four to three and adding FYA for left turns, analyzed in scenarios 3 and 4, appears to improve the LOS along the corridor. For example, the Sun Valley Road/Main Street intersection operations improve from an LOS F in the PM peak hour to an LOS C with these improvements. However, when looking at the estimated queue lengths at the intersections, they can exceed 1,000 feet in some cases with the reconfigured

cross section. These excessive queues are significantly longer than those estimated under the No-Build scenarios and would back up from one signal through the upstream signalized intersections, causing significant congestion and potential gridlock.

The HCM capacity analysis methodology and the reported measures of effectiveness (MOE) generally do not consider how closely spaced signals interact with one another. Long queue lengths from one signalized intersection would interfere with another’s operations, ultimately increasing delay and reducing LOS. By separating the left-turn traffic from the through traffic and adding FYA left-turn operations along Main Street in the 2042 Build scenario, traffic flow tends to improve, but there simply is not enough room on Main Street to store the queued traffic without blocking adjacent intersections.

Side street queue lengths also increase from the No-Build to the Build alternatives under average conditions and get even worse under summer conditions. Short city block lengths, on-street parking, and a single lane in each direction limit the amount of storage available on the side streets. Operations at the stop-controlled intersections are not expected to improve in the Build scenario and delays are expected to increase during the summer peak.

Overall, these results indicate that there is significant operational improvement by removing the split phasing at Sun Valley Road and installing left-turn lanes with FYA. The closely spaced intersections prevent the large volume of traffic from being stored, ultimately creating congestion.

### 3.4 Additional Scenarios

In consultation with City staff, the project team evaluated the following three additional scenarios, using 2042 summer volumes, to quantify the potential benefits and trade-offs to improve the corridor

- Scenario 5: Add left-turn lanes on Main Street at Sun Valley Road, removing split phasing and pedestrian scramble.
- Scenario 6: Prohibit left-turn movements from Main Street, except at Sun Valley Road where left-turn lanes are added.
- Scenario 7: Install a five-lane section along Main Street with left-turn lanes at each intersection.

Scenario results are summarized below. Summary tables and detailed reports are provided in **Appendix C**.

#### 3.4.1 Main Street Scenario 5 – Add Left-Turn Lanes at Sun Valley Road

In this scenario, parking is removed along two blocks at the Sun Valley Road intersection to add a left-turn lane in each direction on Main Street. The split phasing and pedestrian scramble are removed creating an intersection with traditional phasing. The results show a marked decrease in queue lengths, with queue lengths at Sun Valley Road at less than 65 feet.

### **3.4.2 Main Street Scenario 6 – Add Left Turns at Sun Valley Road and Prohibit at Other Intersections**

This scenario is similar to Scenario 5 in that it adds turn lanes on Main Street at the Sun Valley Road intersection, but it also prohibits left turns at the 1<sup>st</sup> and 5<sup>th</sup> street intersections. This pushes all left-turning traffic from Main Street to the Sun Valley Road intersection. This scenario also decreases queue lengths along the corridor, but slightly increases travel times as compared to Scenario 5.

### **3.4.3 Main Street Scenario 7 – Create a 5-lane Section along Main Street**

The final scenario removes parking along the entirety of Main Street to add left-turn lanes at each intersection. The configuration removes the split phasing and pedestrian scramble at the Sun Valley Road intersection. It improves operations to LOS A at 1<sup>st</sup> Street, Sun Valley Road and 5<sup>th</sup> Street in the AM peak hour. In the PM peak hour, Sun Valley Road and 5<sup>th</sup> Street are expected to operate at an LOS B, while 1<sup>st</sup> Street operates at an LOS C. Travel times for this scenario are expected to be higher than scenarios 5 and 6, but less than the three-lane scenario.

### **3.4.4 Comparing Additional Scenarios**

When compared to the No-Build or three-lane scenarios, scenarios 5, 6, and 7 decrease congestion on the corridor and reduce travel times. Each scenario provides better LOS, less congestion/gridlock, and better progression and travel time for vehicles and pedestrians. The shorter cycle lengths with these scenarios will shorten the wait times for pedestrians at intersections. Scenario 7 achieves vehicle progression goals; however, it produces the greatest impact by removing parking along the corridor. The Scenario 7 configuration may also limit opportunities to install curb extensions on Main Street to shorten the pedestrian crossings.

Figure 17 shows a comparison of the travel times between the three-lane scenario and the other scenarios. During the PM peak hour, the three-lane configuration southbound travel time is nearly double the other alternatives. Adding the left turns at Sun Valley Road reduces the travel times the most. Scenarios 6 and 7 also reduce travel times; however, they have a greater impact on the public in turn restrictions or removing more parking than Scenario 5. Average speeds, shown in Figure 18, are lowest in the three-lane scenario due to the increase in congestion and limited capacity of the roadway.

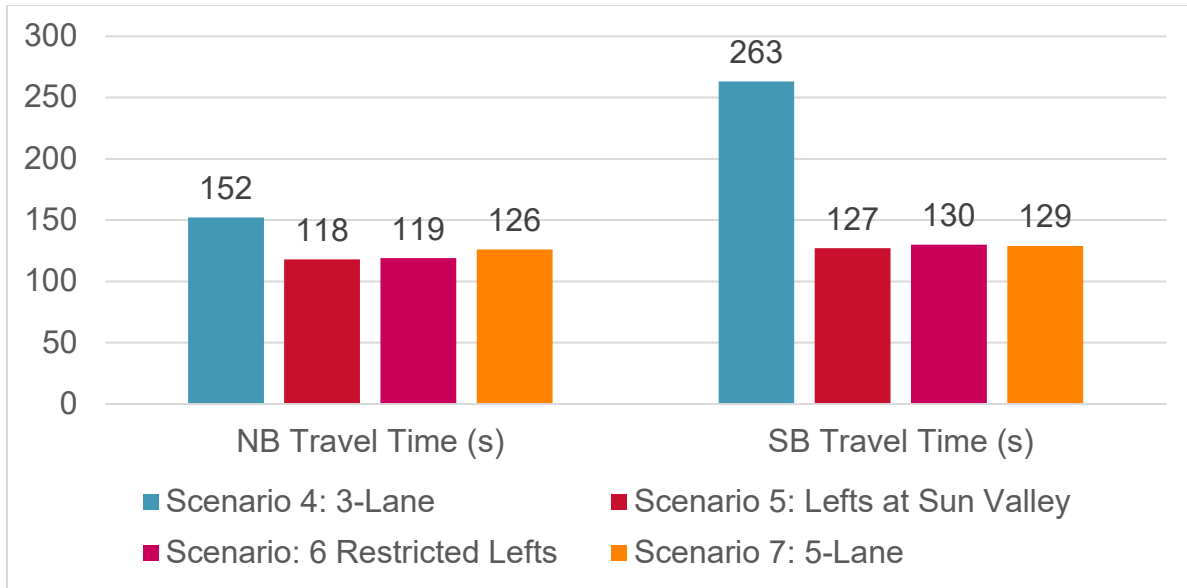


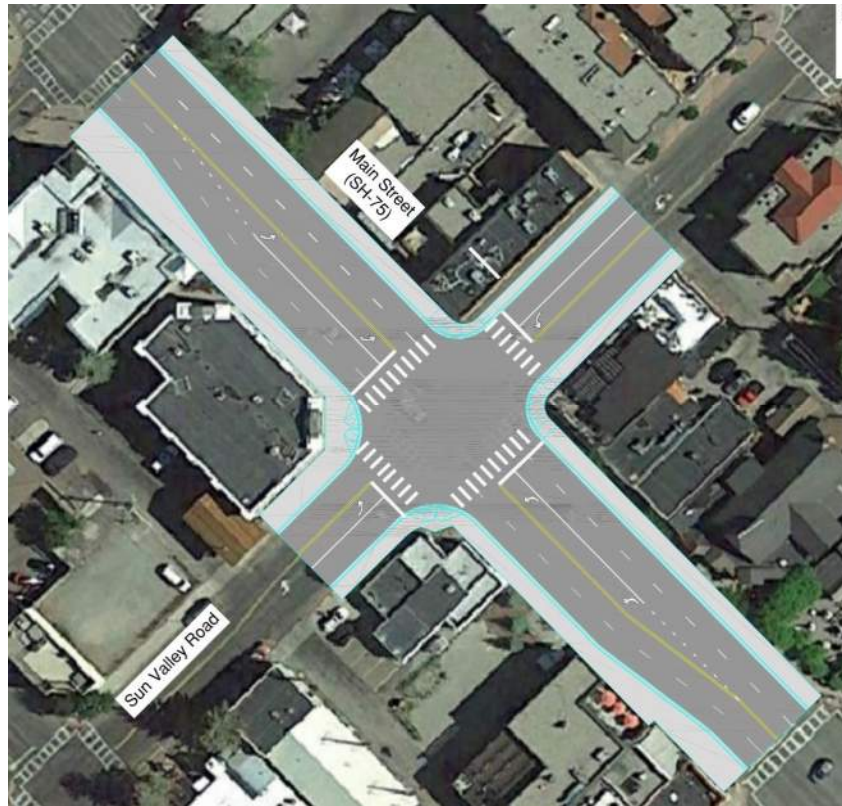
Figure 17. PM Peak Travel Time Comparison of Additional Scenarios



Figure 18. PM Peak Average Speed Comparison of Additional Scenarios

### 3.5 Initial Recommendation and Limitations of the Analysis

HDR presented the findings of the deterministic analysis to the City Council on April 11, 2022. HDR recommended against pursuing the three-lane section due to the significant impacts to motorized vehicle flow and travel time. Congestion on Main Street could cause traffic to use adjacent streets to get through town, increasing volumes, congestion, and conflicts on local streets. Instead, HDR recommended the City pursue adding left-turn lanes at the Sun Valley Road Intersection, similar to scenario 5, and HDR provided a conceptual rendering, shown in Figure 19.



**Figure 19. Conceptual Rendering of Adding Left Turns at Sun Valley Road**

The above results were performed using HCM methodologies, which are deterministic in nature. The methodologies use parameters, including volume, saturation flow rates, signal timing settings, and others to estimate a statistical model representing traffic. This methodology, employed in Synchro, is usually accurate enough for basic projects, but generally does not consider the immediate influences of adjacent intersection or impacts to individual drivers. Deterministic analysis also does not produce a visual representation of the operations.

The City Council asked for a visual representation of the corridor operations to understand the potential impacts of the different lane reconfiguration scenarios. HDR explained the limitations of the macroscopic methodologies and recommended performing a microsimulation analysis to improve the confidence of the analysis and provide videos of the operations.

## 4 Interim Improvements

At the City's request, HDR and the project team implemented short-term solutions to enhance the corridor operations in the interim period. These improvements were in response to inefficiencies previously identified in Section 2.4.4.

- The project team coordinated with ITD to interconnect the signals to implement a coordinated signal timing plan.

- The City and ITD agreed to remove the pedestrian scramble. While good in its intentions to provide more opportunities for pedestrians to cross Main Street, the scramble added undo delay to vehicles along the corridor.
- HDR developed signal timing plans for the AM and PM peak hours to reduce the number of stops and increase progression during the peak hours. Additionally, HDR recalculated the pedestrian clearance intervals to increase pedestrian safety.
- ITD is currently designing a project south of Ketchum that is scheduled to be built before improvements on Main Street and would provide an opportunity to revise the location of the merge taper between 1<sup>st</sup> Street and River Street to be south of River Street. This would allow drivers to stay in their lanes for a longer period of time before merging and reduce the impact of the merge on the 1<sup>st</sup> Street signal. Figure 20 below shows the existing merge taper and proposed merge taper for this area.

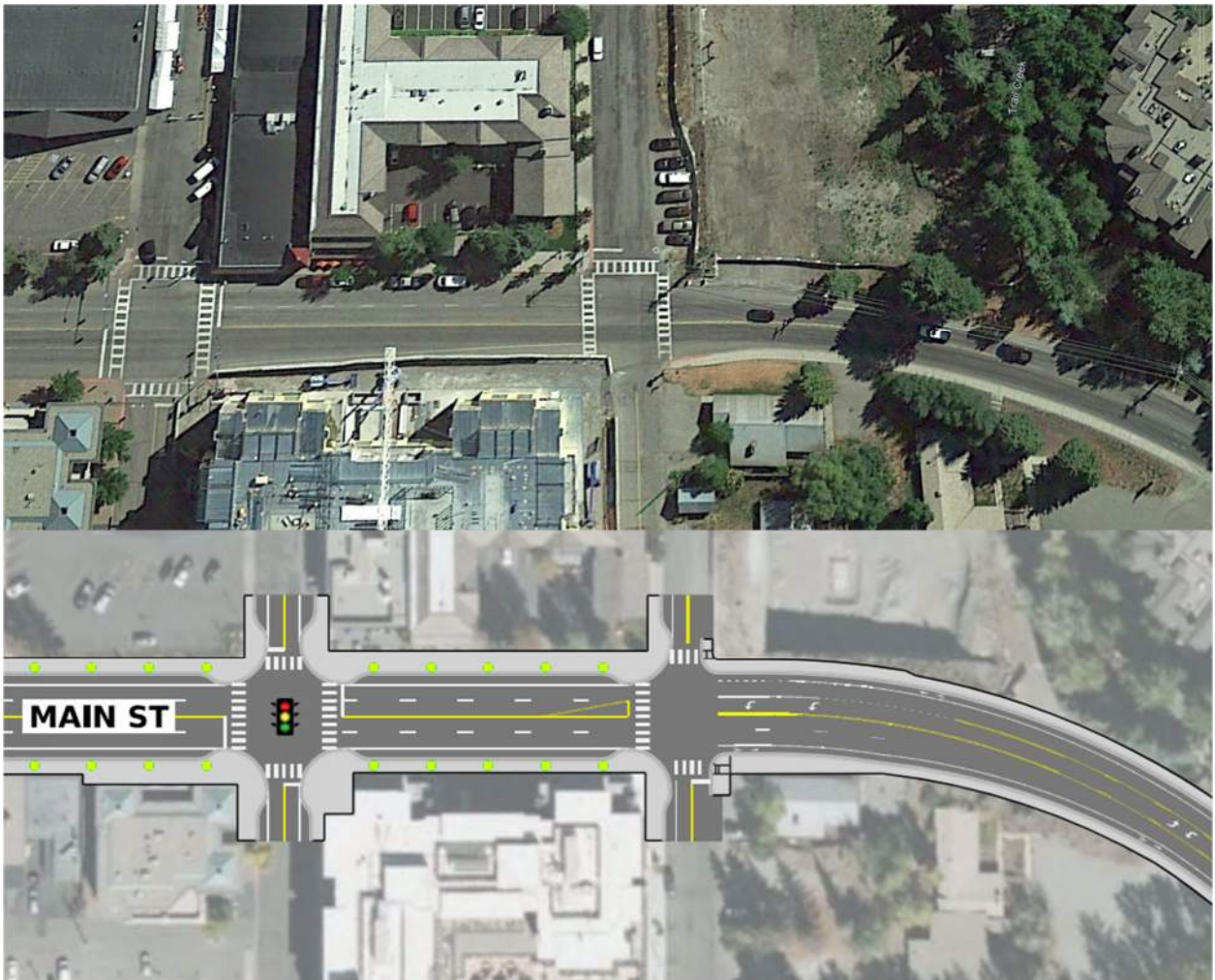


Figure 20. Existing Merge Between 1<sup>st</sup> and River (Top) and Proposed Merge South of River (Bottom)

## 5 Microsimulation Analysis

The project team performed a microsimulation analysis using Vissim software. The microsimulation is a higher-grade analysis than the previously described deterministic analysis that treats vehicles individually instead of in flow relationship equations. This level of analysis creates a higher confidence in vehicle-to-vehicle interaction and a visual example of estimated operations can be produced. The project team analyzed the following specific alternatives:

- Existing Conditions
- Alternative 1: No-Build
- Alternative 2: Adding Main Street left-turn lanes at Sun Valley Road
- Alternative 3: Three-lane section

The Existing Conditions alternative and Alternative 1 were developed under the following assumptions:

- the pedestrian scramble was removed,
- the new signal timing plans were implemented,
- the merge taper was moved south of River Street, and
- Left turns were protected only and FYA's were not used.

Each alternative evaluated August 2042 volumes grown by the 1.44 percent average annual growth rate and no seasonal adjustments were made to traffic volumes.

In Vissim, the intersection LOS is computed from a microsimulation analysis that is reported as an “estimated LOS.” Vissim quantifies overall intersection delays more realistically than typical equation based HCM methods because it models the entire network and how operations at one intersection influences adjacent intersection as it tracks individual vehicle movements and interactions. The estimated LOS for existing conditions is based on HCM criteria and thresholds for signalized and unsignalized intersections. The overall intersection delay and LOS for signalized intersections is based on the total control delay of all movements. The overall intersection delay and LOS for unsignalized intersections is based on the worst stop-controlled movement per HCM standards. Detailed measures of effectiveness tables for individual movements are provided in **Appendix D**. Unlike in the deterministic analysis, FYAs were not considered for left-turn lanes.

### 5.1 Existing Conditions Alternative

Like the earlier analysis, the existing conditions are modeled using August 2022 volumes with results shown in Table 16. Each intersection is operating at an estimated LOS C or better in the AM peak hour. The average delay at the Sun Valley Road intersection is at 31 seconds with northbound and southbound queue lengths at approximately 240 feet, or nearly the entire block. In the PM peak hour, each intersection operates at LOS D or better with 40 seconds of average vehicle delay at the Sun Valley Road intersection. At 1<sup>st</sup> Street and Sun Valley Road, the queue lengths are estimated to be at or exceeding 300 feet both westbound and southbound.



**Table 16. Existing Conditions Microsimulation Results**

| Intersection            | Traffic Control | AM Peak         |               | PM Peak         |               |
|-------------------------|-----------------|-----------------|---------------|-----------------|---------------|
|                         |                 | Delay (sec/veh) | Estimated LOS | Delay (sec/veh) | Estimated LOS |
| SH-75 and 6th St        | Unsignalized    | 6.5             | A             | 7.4             | A             |
| SH-75 and 5th St        | Signalized      | 9.3             | A             | 9.9             | A             |
| SH-75 and 4th St        | Unsignalized    | 15.5            | C             | 15.4            | C             |
| SH-75 and Sun Valley Rd | Signalized      | 31.4            | C             | 38.2            | D             |
| SH-75 and 2nd St        | Unsignalized    | 12.0            | B             | 13.1            | B             |
| SH-75 and 1st St        | Signalized      | 7.0             | A             | 18.2            | B             |
| SH-75 and River Rd      | Unsignalized    | 16.2            | C             | 24.8            | C             |

sec/veh = seconds per vehicle; LOS = level of service

## 5.2 Alternative 1: No-Build

In the 2042 No-Build conditions, each intersection operates at an LOS C or better in the AM peak with delays at Sun Valley Road approaching 31.3 seconds. The 6<sup>th</sup> Street intersection performs the worst in the PM peak with an average delay of 146.7 seconds and an LOS F. Although the average delay at the Sun Valley Road intersection is only 47.4 seconds per vehicle, the westbound left turn is estimated to experience delays exceeding 80 seconds at LOS F and queue lengths approaching 590 feet. The 1<sup>st</sup> Street intersection is expected to have queue lengths exceed 500 feet in the PM peak hour. Table 17 shows a LOS summary for each of the intersections.

**Table 17. Alternative 1: No-Build Microsimulation Results**

| Intersection            | Traffic Control | AM Peak         |               | PM Peak         |               |
|-------------------------|-----------------|-----------------|---------------|-----------------|---------------|
|                         |                 | Delay (sec/veh) | Estimated LOS | Delay (sec/veh) | Estimated LOS |
| SH-75 and 6th St        | Unsignalized    | 7.1             | A             | 146.7           | F             |
| SH-75 and 5th St        | Signalized      | 11.3            | B             | 24.6            | C             |
| SH-75 and 4th St        | Unsignalized    | 15.7            | C             | 48.2            | E             |
| SH-75 and Sun Valley Rd | Signalized      | 33.9            | C             | 47.4            | D             |
| SH-75 and 2nd St        | Unsignalized    | 19.4            | C             | 16.9            | C             |
| SH-75 and 1st St        | Signalized      | 9.3             | A             | 20.3            | C             |
| SH-75 and River Rd      | Unsignalized    | 30.8            | D             | 28.7            | D             |

sec/veh = seconds per vehicle; LOS = level of service



### 5.45.3 Alternative 2: Install Left-Turn Lanes at Sun Valley

In Alternative 2, the 2042 volumes are analyzed with left-turn lanes added at the Sun Valley Road intersection. During the AM peak hour, each intersection performs above ITD’s LOS D threshold, with River Street performing the worst at LOS D and 31.0 seconds of average delay. In the PM peak hour, each intersection performs at an LOS C or better with River Street again operating the worst at LOS D with 32.2 seconds of delay. The westbound left-turn lane at Sun Valley Road has a queue length of 413 feet in the PM peak hour, but only experiences an average delay of 49.1 seconds. Queue lengths for the 1<sup>st</sup> Street westbound movements again exceed 500 feet. Table 18 shows a LOS summary for each intersection.

**Table 18. Alternative 2: Install Left-Turn Lanes at Sun Valley Microsimulation Results**

| Intersection            | Traffic Control | AM Peak         |               | PM Peak         |               |
|-------------------------|-----------------|-----------------|---------------|-----------------|---------------|
|                         |                 | Delay (sec/veh) | Estimated LOS | Delay (sec/veh) | Estimated LOS |
| SH-75 and 6th St        | Unsignalized    | 7.1             | A             | 9.1             | A             |
| SH-75 and 5th St        | Signalized      | 10.6            | B             | 12.6            | B             |
| SH-75 and 4th St        | Unsignalized    | 7.5             | A             | 16.6            | C             |
| SH-75 and Sun Valley Rd | Signalized      | 22.9            | C             | 28.1            | C             |
| SH-75 and 2nd St        | Unsignalized    | 15.8            | C             | 13.8            | B             |
| SH-75 and 1st St        | Signalized      | 8.1             | A             | 16.3            | B             |
| SH-75 and River Rd      | Unsignalized    | 31.0            | D             | 32.2            | D             |

sec/veh = seconds per vehicle; LOS = level of service

### 5.55.4 Alternative 3: Three-Lane Section

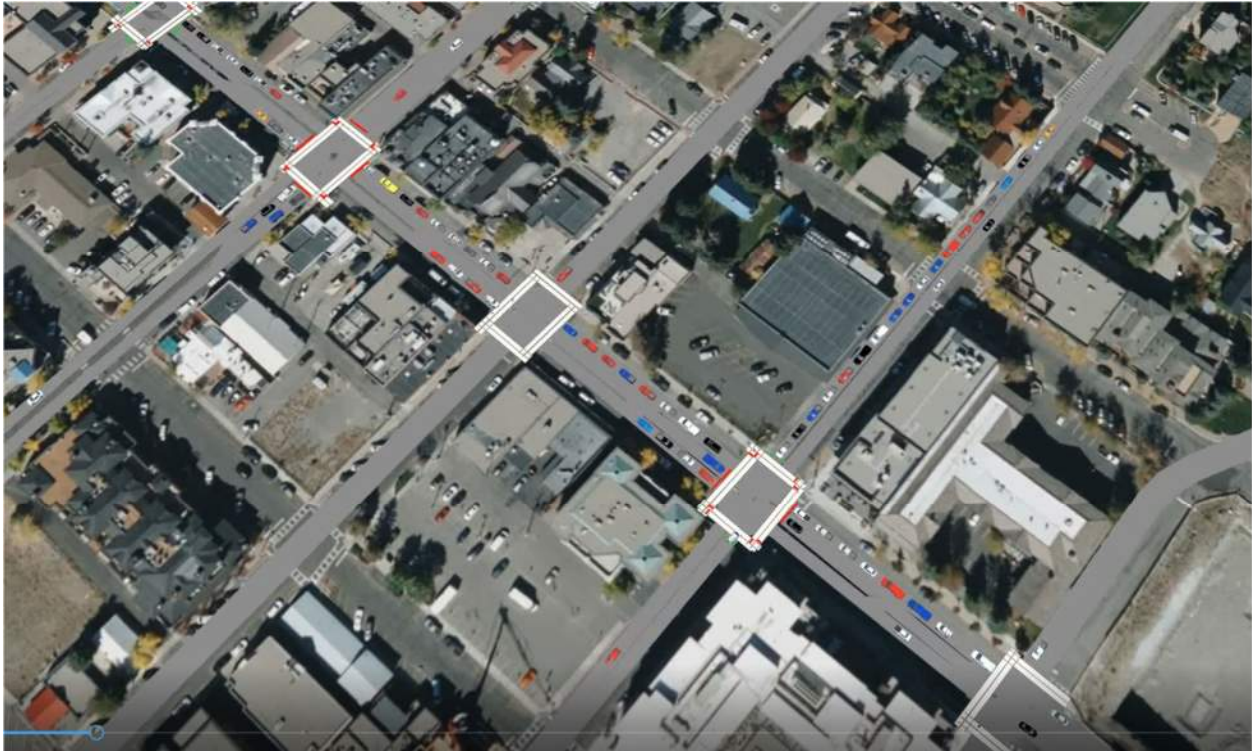
In Alternative 3, the 2042 volumes are analyzed with the roadway lanes configured into one lane in each direction and left-turn lanes at each of the intersections. During the AM peak hour, the River Street intersection operates at an LOS F with 69.7 seconds of delay. The remaining intersections operate at LOS D or better. In the PM peak hour, the operations at the 6<sup>th</sup> Street intersection severely degrade. Delay is expected to exceed 11 minutes at this intersection. Main Street splits at 6<sup>th</sup> Street with SH-75 going northeast and Warm Springs Road going northwest. In the PM peak hour, these two lanes must merge down to one between 6<sup>th</sup> Street and 5<sup>th</sup> Street; however, there is such a large number of vehicles that this merge causes a more severe delay at the intersection.

**Table 19. Alternative 3: Three-Lane Section Microsimulation Results**

| Intersection            | Traffic Control | AM Peak         |               | PM Peak         |               |
|-------------------------|-----------------|-----------------|---------------|-----------------|---------------|
|                         |                 | Delay (sec/veh) | Estimated LOS | Delay (sec/veh) | Estimated LOS |
| SH-75 and 6th St        | Unsignalized    | 7.5             | A             | 668.3           | F             |
| SH-75 and 5th St        | Signalized      | 22.5            | C             | 52.2            | D             |
| SH-75 and 4th St        | Unsignalized    | 18.8            | C             | 27.4            | D             |
| SH-75 and Sun Valley Rd | Signalized      | 26.5            | C             | 37.4            | D             |
| SH-75 and 2nd St        | Unsignalized    | 41.5            | E             | 46.8            | E             |
| SH-75 and 1st St        | Signalized      | 16.3            | B             | 36.2            | D             |
| SH-75 and River Rd      | Unsignalized    | 82.5            | F             | 45.3            | E             |

sec/veh = seconds per vehicle; LOS = level of service

Unlike the other three alternatives, the three-lane section does not fully serve the forecasted vehicle demand. In the VISSIM simulations, the model only serves about 81 to 89 percent of the forecasted vehicle traffic. This is due to both no room for vehicles to turn onto Main Street and the long wait north of 6<sup>th</sup> Street. Figure 21 and Figure 22 show the long queue lengths and congestion.



**Figure 21. Alternative 3 Long Queue Lengths – South End**

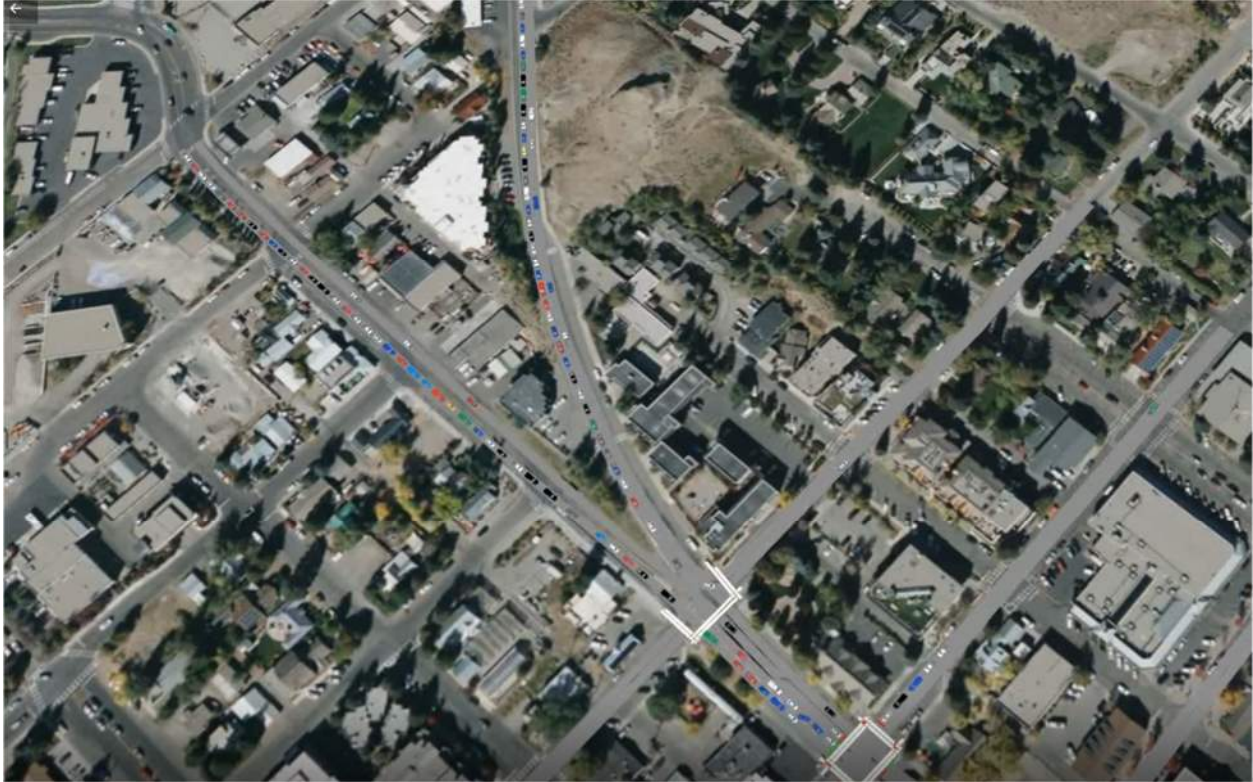


Figure 22. Alternative 3 Long Queue Lengths - North End

### 5.65.5 Travel Times and Average Speeds

Figure 23 and Figure 24 summarize the estimated travel times of each alternative under 2042 conditions and the existing conditions (2022) model. The travel time segments are assumed to begin and end 500 feet north of 6<sup>th</sup> Street and 500 feet south of River Street.

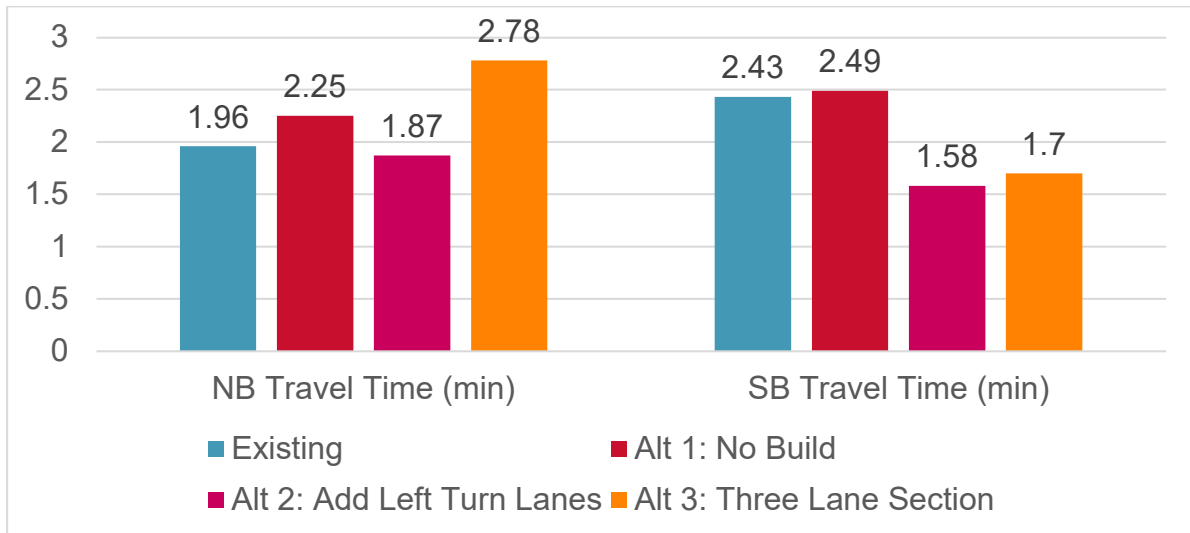


Figure 23. AM Peak Microsimulation Travel Time Comparison

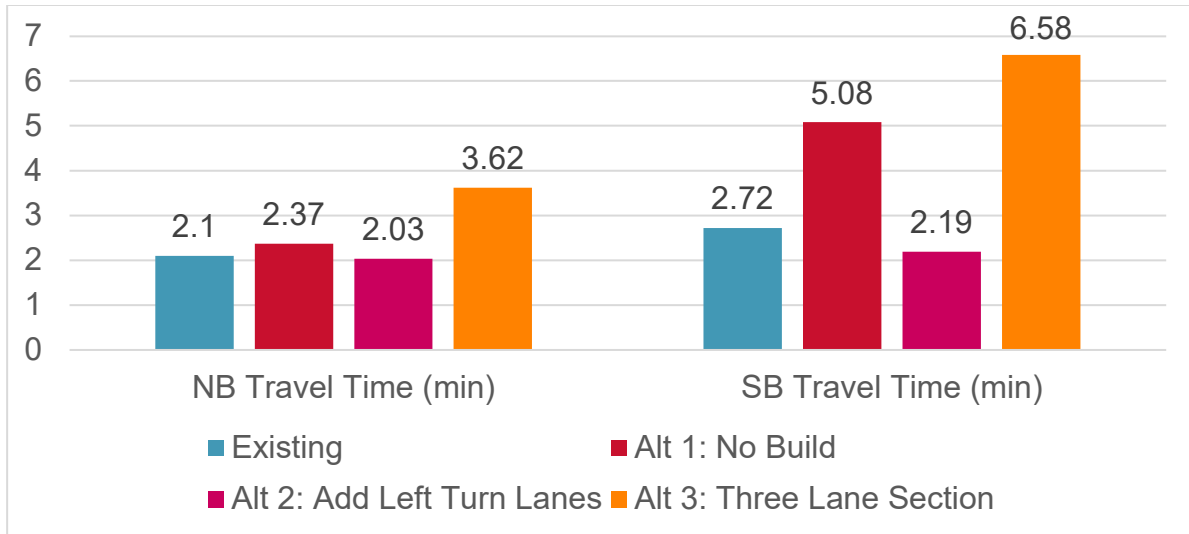


Figure 24. PM Peak Microsimulation Travel Time Comparison

Table 20 outlines the differences in travel times between the alternatives. Alternative 2 decreases the total travel time when compared to the other alternatives.

Table 20. Microsimulation Travel Time Comparison

| Travel Time Segments |           | Difference (minutes)        |                                               |                                              |                                                    |
|----------------------|-----------|-----------------------------|-----------------------------------------------|----------------------------------------------|----------------------------------------------------|
| Peak Hour            | Direction | Alt 1: No-Build vs Existing | Alt 2: Add Left-Turn Lanes vs Alt 1: No-Build | Alt 3: Three-Lane Section vs Alt 1: No-Build | Alt 2: Add Left Turns vs Alt 3: Three-Lane Section |
| AM                   | NB        | 0.29                        | -0.37                                         | 0.54                                         | -0.91                                              |
|                      | SB        | 0.06                        | -0.91                                         | -0.79                                        | -0.12                                              |
| PM                   | NB        | 0.27                        | -0.34                                         | 1.25                                         | -1.59                                              |
|                      | SB        | 2.36                        | -2.88                                         | 1.51                                         | -4.39                                              |

Figure 25 and Figure 26 present the average vehicle speed through the corridor. In both the AM and PM peaks, the average speed is highest in Alternative 2, although still below the posted speed limit. The added left-turn lanes allow for removing the split phasing, which provides better two-way progression. In turn, more vehicles can proceed through the corridor without stopping. The three-lane section is considerably slower than other alternatives in the PM peak hour, nearly slowing vehicles to a crawl in the southbound direction.

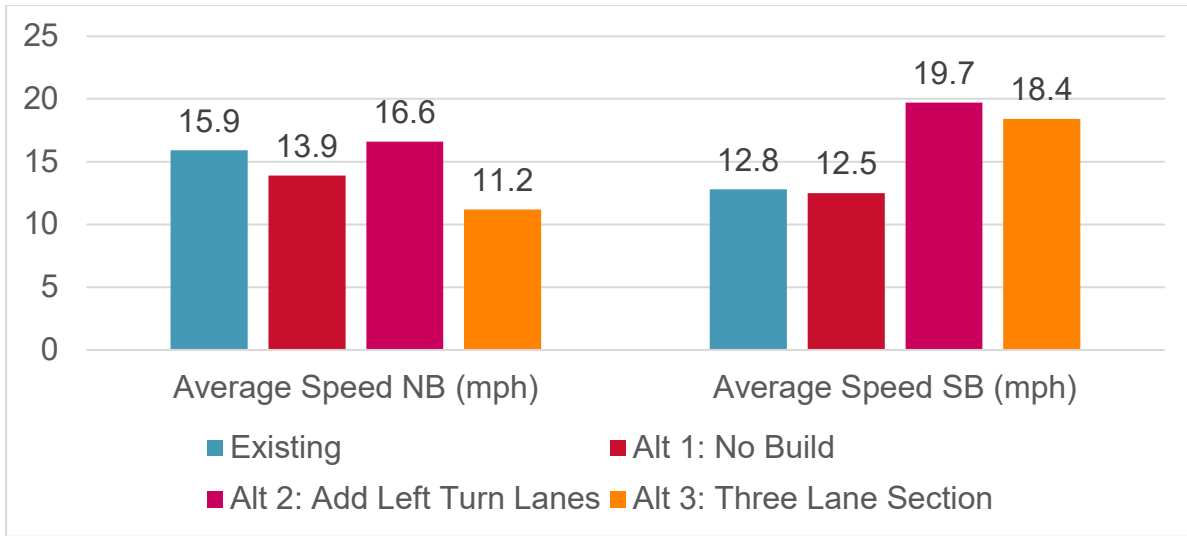


Figure 25. Microsimulation AM Peak Average Speed Comparison

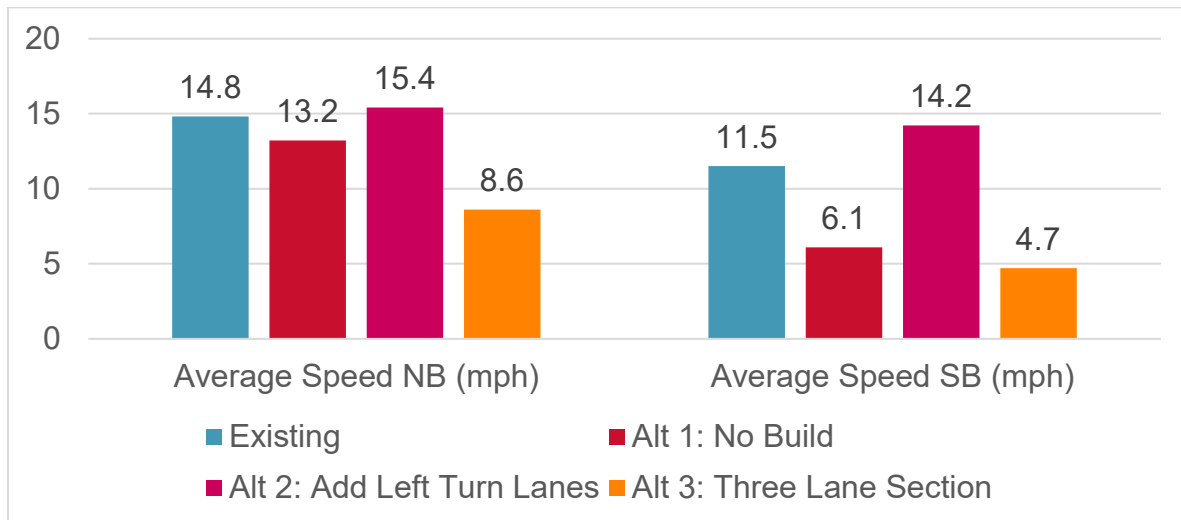


Figure 26. Microsimulation PM Peak Average Speed Comparison

## 6 Safety and Public Realm Enhancements

### 6.1 Safety and Public Realm Enhancements

The project team evaluated the corridor for recommendations that could be applied to either Alternative 2 or Alternative 3 to further enhance corridor safety. Following are the recommended treatments as part of the project.

#### 6.1.1 Narrow the Travel Lanes from 12 Feet to 11 Feet

The existing travel lanes are 12 feet wide. These could reasonably be reduced to 11 feet, thereby providing 4 feet to increase the pedestrian space (2 feet on each side). Reducing the parking lane width from 8.5 feet to 8 feet from the face to curb would give an additional half-foot

to the pedestrian realm on each side of the roadway. Figure 27 and Figure 28 are conceptual drawings of the increased pedestrian space. The reduced travel lane width would reinforce slower speeds and calm traffic through the corridor.



**Figure 27. Additional Sidewalk Concept**

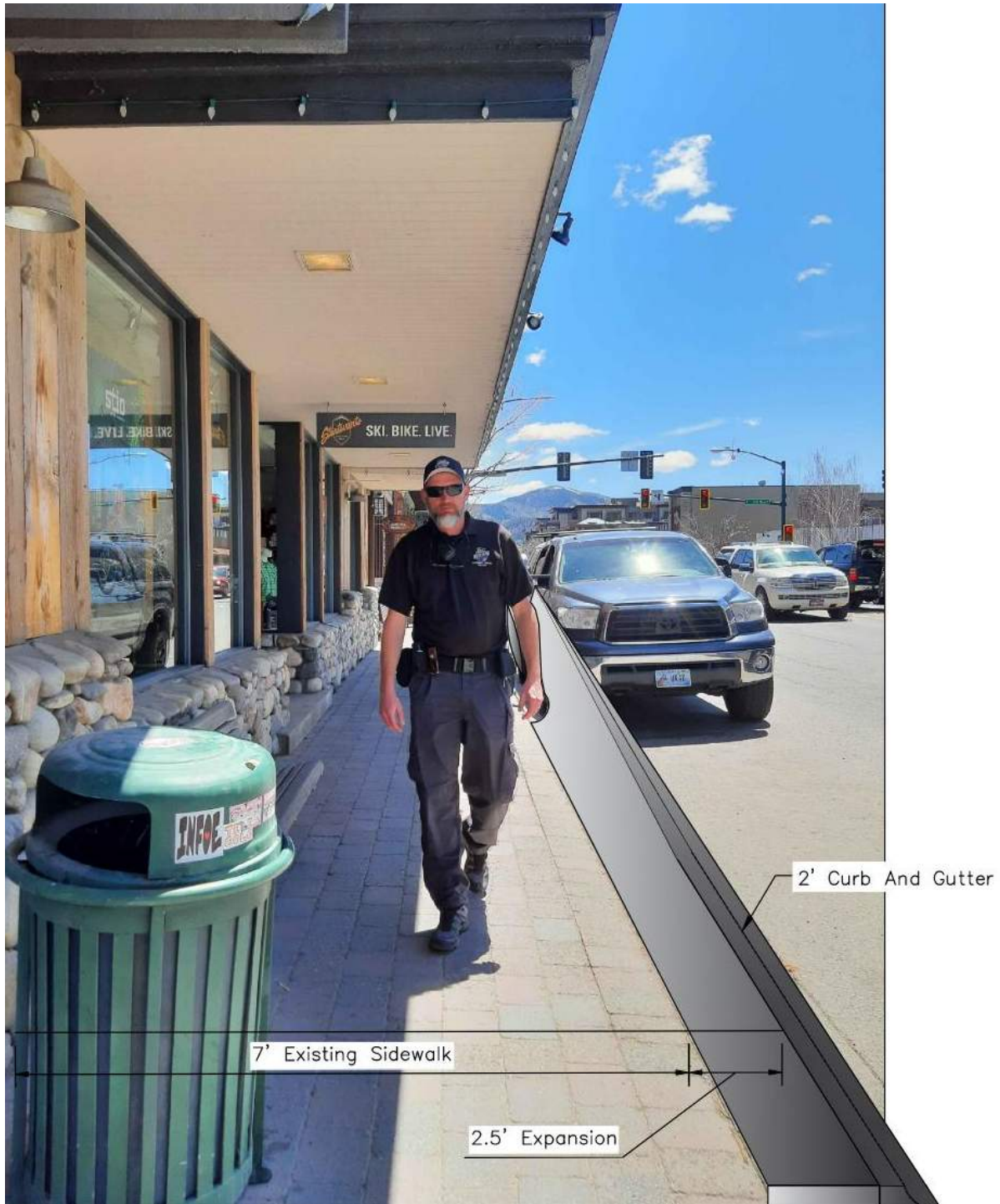


Figure 28. Additional Sidewalk Concept

### 6.1.2 Provide Bulb-Outs at Intersections

Bulb-outs, also known as curb extensions, shorten the pedestrian crossing distance by extending the curb out into the adjacent parking lane. Bulb-outs increase pedestrian safety by increasing their visibility as they are no longer hidden to drivers behind adjacent parked vehicles. Figure 29 is a National Association of City Transportation Officials (NACTO) rendering of a bulb-out. The extra curb space can be used to provide placemaking signs or landscaping along the corridor to enhance the public realm. As shown in Figure 30, there are bulb-outs presently at the 4<sup>th</sup> Street intersection. Similar bulb-outs could be implemented with minimal impacts to parking along the rest of the corridor.

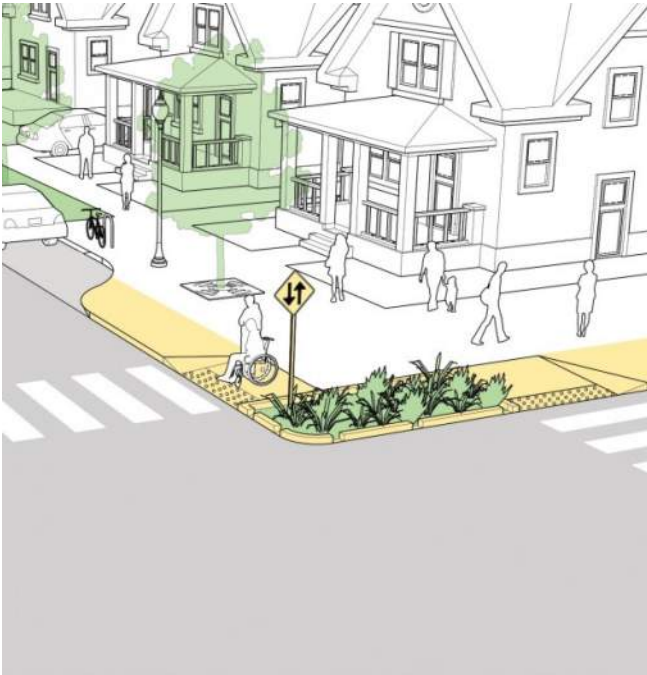


Figure 29. NACTO Bulb-out Rendering



Figure 30. Existing Bulb-out at 4th Street

### 6.1.3 Public Realm Improvements

The extra space afforded by narrowing the lanes and providing bulb-outs where applicable, may allow the City to install public realm improvements that would provide a place-making feel and redefine the downtown area. These can include specialty landscaping, identifying signage, banner poles, artwork and sculpture, tree-lined street, and enhancing seating options. Some examples are shown below in Figure 31.





Figure 31. Example Public Realm Improvements

#### 6.1.4 Raised Intersection at Sun Valley Road

A raised intersection may be explored at Sun Valley Road to improve the pedestrian experience along the corridor (Figure 32). According to the NACTO *Urban Street Design Guide*<sup>10</sup>, “Raised intersections create a safe, slow-speed crossing and public space...they reinforce slow speeds and encourage motorists to yield to pedestrians at the crosswalk.” This type of intersection treatment may keep speeds low along the Main Street corridor, helping facilitate a calmer presence along the corridor.

The Sun Valley Road intersection features corners without truncated domes and curb ramps with steep grades, making the intersection out of compliance with ADA/PROWAG guidelines. The intersection is also likely to prove challenging to bring into compliance because the building entrances and sidewalk height on the northeast corner are higher above the roadway than is typical. Installing ramps may prove challenging as the grades and tight corner do not allow much flexibility. However, a raised intersection could be feasible because instead of lowering the pedestrian to the level of the roadway, the roadway would rise to the pedestrian. Then, the sidewalk would not need to ramp down with unnecessarily steep grades and long pedestrian ramp runs can potentially be avoided.

This intersection treatment would need to be evaluated in coordination with ITD during design to ensure that the design vehicles can safely traverse the intersection. Additionally, drainage may be an issue as the raised intersection would change the drainage patterns of the intersection.

<sup>10</sup> National Association of City Transportation Officials. 2013. *Urban Street Design Guide*.



**Figure 32. NACTO Raised Intersection Rendering**

### 6.1.5 Leading Pedestrian Interval

According to the NACTO’s *Urban Street Design Guide*, “A leading pedestrian interval (LPI) typically gives pedestrians a 3-7 second head start when entering an intersection with a corresponding green signal in the same direction of travel.” The LPI enhances pedestrian visibility as they establish their presence in the crosswalk prior to the vehicles getting a green. This can be implemented with any of the alternatives and would need to be evaluated in coordination with ITD when programming the signal timing.

## 6.2 Future Safety Evaluation

The project team used the Federal Highway Administration’s (FHWA’s) Crash Modification Factor (CMF) Clearinghouse<sup>11</sup> to identify the potential change in crash frequency or severity associated with the possible intersection changes and/or changes to the number of lanes on Main Street. CMFs were selected based on study similarities to Main Street’s roadway conditions and star rating (i.e., minimum of three stars). Each CMF also needed to include all crash types and crash severities. When there were no CMFs available for the specific situation, a qualitative discussion is provided.

<sup>11</sup> FHWA CMF Clearinghouse, <http://www.cmfclearinghouse.org/index.cfm>

### 6.2.1 Alternative 1: No-Build

Few opportunities existing within the No-Build alternative. The City and ITD could implement a LPI, which according to CFM ID 9910 (5 stars) shows a 16 percent decrease in crashes when LPIs are used on either all crossings or only across the minor roadway.

### 6.2.2 Alternative 2: Adding Left-Turn Lanes

The following CMFs can be applied to Alternative 2:

- CMF ID 153 (3 stars) shows a 20 percent decrease in crashes when prohibiting on-street parking.
- CFM ID 9910 (5 stars) shows a 16 percent decrease in crashes when LPI are used on either all crossings or only across the minor roadway.
- Installing a raised intersection at the Sun Valley Road intersection may help keep Main Street's speeds low.
- Bulb-outs have been shown to increase safety by decreasing the pedestrian crossing distance, reducing speeds caused by a decreased roadway width, and increasing pedestrian visibility to drivers.
- Install a rectangular rapid flashing beacon (RRFB) at the River Street intersection and disallow crossings on the south side of the intersection. This would enhance the visibility of pedestrians at the intersection and help alleviate the issues caused by the steep grade on the south side of the intersection as described in Section 2.5.5 and Figure 12.

### 6.2.3 Alternative 3: Three-Lane Section

The following CMFs can be applied to Alternative 3:

- CMF ID 2841 (5 stars) estimates a 47 percent reduction in crashes when converting the existing four-lane roadway to a three-lane roadway.
- CFM ID 9910 (5 stars) shows a 16 percent decrease in crashes when LPIs are used on either all crossings or only across the minor roadway.
- Installing a raised intersection at the Sun Valley Road intersection may help keep Main Street speeds low.
- Bulb-outs have been shown to increase safety by decreasing the pedestrian crossing distance, reducing speeds caused by a decreased roadway width, and increasing pedestrian visibility to drivers.
- Install a rectangular rapid flashing beacon (RRFB) at the River Street intersection and disallow crossings on the south side of the intersection. This would enhance the visibility of pedestrians at the intersection and help alleviate the issues caused by the steep grade on the south side of the intersection as described in Section 2.5.5 and Figure 12.

## 6.3 Future Transit Impact

### 6.3.1 Alternative 1: No-Build

Alternative 1 would provide no or minimal benefit to the transit network. There are no dedicated bus lanes on Main Street and congestion is shown to get worse in the design year; therefore, the decrease in travel times along the corridor would negatively impact the headways of Mountain Rides. Additionally, with the pedestrian realm and sidewalk remaining unchanged, there is little opportunity to enhance the bus stops.

### 6.3.2 Alternative 2: Adding Left-Turn Lanes at Sun Valley

Alternative 2 would improve the transit operations on Main Street. Travel times along the corridor in the design year are expected to be similar to today's travel times, meaning Mountain Ride's headways are expected to improve or not be impacted by the change. The changes proposed to the public realm would allow an opportunity to enhance bus stops along the corridor and improve the ridership experience.

### 6.3.3 Alternative 3: Three-lane Section

Alternative 3 would be mixed in its impact to transit. The potential narrowing of the roadway may allow for more room on the sidewalk to enhance bus stops like Alternative 2. The drastic increase in congestion would negatively impact transit operations along the corridor. As congestion and travel times increase, bus headways would increase as they may be stuck in long queues of vehicles. Without another direct alternative route through town, busses would need to travel either across or through Main Street likely preventing an alternate bus route from being effective.

## 7 Public Meeting Summary

A public meeting was held on October 3, 2022, followed by 2-week online public comment period. The public meeting consisted of three separate presentations (one each in the morning, mid-day, and evening) that outlined the results of the microsimulation analysis, showed videos of the estimated operations for each alternative, and presented the benefits and draw backs of each alternative. For individuals who could not attend the meetings in person, an online form was made available to provide feedback. Additionally, the public meeting included a presentation and survey on a concept study project concerning the Lewis Street and 10<sup>th</sup> Street intersections on Warm Springs Road.

No every person at the in person public meeting answered every question. The results of the in person public meetings were as follows:

- When asked if the city should choose the “No Build” alternative, 33 percent (4 of 12 attendees) said “yes”, 8% were neutral (1 of 12), and 58 percent (7 of 12) said “No”
- When asked if the city should explore the “Left turn Lanes” alternative: Sixty-three percent (7 of 11) said “yes”, 18 percent (2 of 11) were neutral and 18 percent (2 of 11) said “No”

- When asked if the city should explore the “lane reconfiguration” alternative: 18 percent (2 of 12) said “yes”, 25 percent (4 of 12) were neutral and 58 percent (7 of 12) said “No”

A total of 151 respondents filled out the online survey and not every respondent answered every question. The online results were as follows:

- When asked if the city should explore the “No Build” alternative, 44 percent (41 of 93) said “yes”, 23 percent (21 of 93) were neutral, 31 percent (29 of 93) said “No”, and 2% (2 of 93) responded other.
- When asked if the city should explore the “Left turn Lanes” alternative, 42 percent (39 of 93) said “yes”, 15 percent (14 of 93) were neutral, 39% (36 of 93) said “No”, and 4% (4 of 93) responded other.
- When asked if the city should explore the “Lane Reconfiguration” alternative, 22 percent (20 of 93) said “yes”, 16 percent (15 of 93) were neutral, 61 percent (57 of 93) said “No”, and 1 percent (1 of 93) responded other.

A summary of the public involvement results is provided in **Appendix E**.

## 8 Recommendations and Additional Opportunities

### 8.1 Comparing the Alternatives

Alternative 3 provides many benefits to the pedestrian and public realms, but at a significant cost to vehicle traffic flow. Based on historical growth rates, this alternative produces congestion and does not serve all traffic during future peak periods. This level of congestion could push traffic onto neighboring streets, increasing conflicts and negating large safety benefits from the potential lane reconfiguration. This alternative also does not meet ITD’s LOS D threshold.

Although the three-lane section may decrease the number of lanes pedestrians need to cross the roadway, vehicle congestion is likely to reduce gaps pedestrians will have to cross at unsignalized intersections. Side streets are expected to see large increases in vehicle queue lengths as vehicles are unable to enter Main Street due to a lack of gaps. The 6<sup>th</sup> Street intersection is especially problematic with delays exceeding 11 minutes.

Alternative 2, which removes parking for two blocks to add turn lanes at the Sun Valley Road intersection, serves all estimated traffic during the design year. Estimated travel times for future vehicles are similar to existing conditions. By removing the split phasing, the bottle neck at Sun Valley Road is removed and all other intersections on the corridor are able to increase operational efficiency for both pedestrians and vehicles. The safety benefits of Alternative 2 may not be as great as for Alternative 3; however, many safety improvements discussed in Section 6 can be implemented along the corridor to enhance pedestrian and multi-modal safety. The



remaining intersections could still see improvements to the pedestrian and public realms with bulb-outs and wider sidewalks.

## 8.2 Recommendation

Alternative 2 is recommended over Alternative 3. Alternative 2 serves vehicular traffic and improves traffic operations; it meets ITD’s LOS D threshold for improvements on a state highway; and provides excess capacity. Excess capacity allows some contingency for performance i.e., suggesting that if Ketchum sees a greater increase in vehicle traffic than estimated, this alternative would best be able to handle that increase. Although the opportunity to widen the pedestrian space is not as great as with Alternative 3, there are still opportunities to enhance the public realm, improve the placemaking feel of Ketchum’s Main Street, and further enhance corridor safety performance. Final conceptual exhibits are provided in **Appendix F**. During design, the city should implement enhancements discussed in Section 6 of this report.

## 8.3 Opinion of Probable Costs

### 8.3.1 Opinion of the Probable Cost of the Recommended Alternative

The project team developed an opinion of probable cost based upon the conceptual exhibits. The costs assume complete sidewalk replacement, signal upgrades, tree cells, ADA ramp improvements and bulb-outs. ITD has programed a project to resurface Main Street in the near future and the Alternative 2 costs assume that ITD will pay for the resurfacing, including base material. The budget for their work is \$7,322,000, according to ITD’s STIP. Those costs include new pavement, aggregate, ADA ramp improvements and signal upgrades from River Street to Club House Drive. There will be some overlap in the costs assumed for this project, so cost sharing with ITD to the financial impact to the City and costs should be negotiated.

Three costs are estimated: engineering fee, construction costs, and right-of-way costs. The Alternative 2 probable costs are summarized in Table 21.

**Table 21. Opinion Of Probable Costs**

| Cost                        | Amount             |
|-----------------------------|--------------------|
| Engineering Fee:            | \$353,000          |
| Construction Costs:         | \$3,880,000        |
| Right-of-way Costs:         | \$10,000           |
| <b>Total Project Costs:</b> | <b>\$4,243,000</b> |

The costs assume the following:

- All costs are in current (2022 dollars)
- Curb, gutter, and sidewalk will be removed and replaced along the length of the corridor.

- The pedestrian realm will be expanded by narrowing the travel lanes to 11 feet and the extra space given to the sidewalk.
- Tree cells will be installed to improve the tree canopy and provide a sustainable option for stormwater treatment.
- The traffic signal at the Sun Valley Road intersection will be completely rebuilt and no signal materials will be salvaged.
- The traffic signals at 1<sup>st</sup> Street and 5<sup>th</sup> Street as well as the PHB at 4<sup>th</sup> Street will be removed and reset as needed as their components are likely to be able to be reused.
- Bulb-outs will be installed at every intersection except at Sun Valley Road where vehicle turning movements may preclude their installation.
- ITD will pay for the raised intersection at Sun Valley Road as part of their improvements.
- 20 percent of the construction costs are assumed for contingency items that may arise.
- 10 percent of the construction costs are assumed for the engineer fee to complete the City's portion of the work.
- The right-of-way costs are estimated for the unlikely event of an easement or other access to a private property require complete construction.

### **8.3.2 Opportunities to Reduce Costs**

As previously stated, the cost to construct the preferred alternative includes replacing sidewalk and installing bulb-outs at each intersection. This substantially increases project costs; however, the City may reduce total project costs by limiting the number of bulb-outs installed and not narrowing the travel lanes. This would decrease the benefits to the public realm and pedestrians.

The tree cell system is estimated to improve the tree canopy on Main Street; however, drainage benefits may be redundant with the existing storm sewer system in place. Excavation and material costs can be reduced by eliminating the tree cells from the concept.

## **8.4 Additional Opportunities**

The following minor opportunities exist to enhance the corridor and provide longevity to the recommended improvements.

- Install mast arms long enough to add future dedicated left-turn lanes at 1<sup>st</sup> Street. Although the analysis indicates that future queue lengths and delays are acceptable, if the City experiences more growth than estimated, the longer mast arms would decrease costs associated with adding left-turn lanes on 1<sup>st</sup> Street.
- The City should look at controlling access at businesses along the corridor to mitigate conflicts and reduce confusion at the intersections. Coordination with the Village Market and the Valtrex property will be necessary.

- Enhance the wayfinding in advance of the 6<sup>th</sup> Street intersection to help non-locals identify which lane they need to be in before Main Street splits. This could be accomplished with new signage before intersection.

## 8.5 Next Steps

City staff should review this report for completeness and provide any comments. HDR will revise and resubmit the report for adoption by the City Council. After adoption, the City should pursue grant opportunities to fund the improvements. Outreach for stakeholder participation in the grant pursuits should occur, including with Mountain Rides, Blaine County School District, and the Ketchum Urban Renewal Agency.

The City should coordinate with ITD to get approval for the preferred alternative. ITD owns Main Street and will have final say on the implementation of any chosen alternative. Additionally, the City should coordinate design improvements to align with an upcoming maintenance project on SH-75. Coordination will decrease the amount of mobilization required to improve the roadway and reduce impacts to the public. The curb extensions and raised intersection will need to be evaluated in coordination with ITD during design to evaluate truck turning movements and stormwater needs in detail.