



**CITY OF KETCHUM, IDAHO**  
\*\*SPECIAL MEETING\*\* CITY COUNCIL  
Thursday, January 29, 2026, 5:30 PM  
191 5th Street West, Ketchum, Idaho 83340

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**AMENDED AGENDA**

**1/26/2026 @ 4:08 PM**

**PUBLIC PARTICIPATION INFORMATION**

Public information on this meeting is posted outside City Hall.

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

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

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**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/86520266937>

Webinar ID:865 2026 6937

- Address the Council in person at City Hall.
- Submit your comments in writing at [participate@ketchumidaho.org](mailto:participate@ketchumidaho.org) (*by noon the day of the meeting*)

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

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**CALL TO ORDER:** By Mayor Pete Prekeges

**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 \*\*Special Meeting\*\* City Council, January 5, 2026 - City Clerk Trent Donat
3. Recommendation to approve minutes of \*\*Special Meeting\*\* City Council, January 8, 2026 - City Clerk Trent Donat
4. Recommendation to approve minutes of \*\*Special Meeting\*\* City Council/Strategic Session January 22, 2026 - City Clerk Trent Donat

5. Authorization and approval of the payroll register - Director of Finance Brent Davis
6. Authorization of disbursement of funds from the City's Treasury for the payment of bills - Director of Finance Brent Davis
7. Recommendation to receive and file Treasurer's Monthly & Quarterly Financial Reports – Director of Finance Brent Davis
8. Recommendation to approve Task Order 08 with Jacobs Engineering for final design services for First Avenue (Sun Valley Rd-5th Street) rehabilitation project – Director of Public Works Ben Whipple
9. Recommendation to approve contract 26087 with McClure Policy, LLC for governmental relations services during the 2026 Idaho Legislative Session – City Administrator Jade Riley
10. Recommendation to approve Resolution 26-004 to approve appointments to various commissions and boards – Mayor Pete Prekeges
11. Recommendation to approve Resolution 26-005 of the City of Ketchum, Idaho, establishing the dates for all Regular City Council Meetings for 2026 - City Clerk Trent Donat  
+ Affirm Budget Workshop - June 16, 2026 - 9 AM-1PM  
+ Affirm Budget Hearing and Fee Hearing - July 23, 2026
12. Recommendation to Right-of-Way Encroachment Agreement 27002 between the City of Ketchum and Macco Properties LLC at 215 Bald Mountain Rd Unit 2 - City Engineer Robyn Mattison
13. Request to Authorize Housing Department to Release Ownership and Preservation Program Funds - Housing Policy & Program Strategist Rian Rooney

**NEW BUSINESS:**

14. Quarterly Mountain Rides check-in – Executive Director Wally Morgus
15. Quarterly Sun Valley Economic Development check-in - Executive Director Harry Griffith and Mel Jackson
16. Recommendation to review and approve the Lot Consolidation Preliminary Plat Application for the ARCH Workforce Housing Project at 140 & 180 N Leadville Avenue - Senior Planner Abby Rivin
17. Briefing regarding proposed updates to City Code (Titles 1-4) - City Administrator Jade Riley

**EXECUTIVE SESSION:**

18. Idaho Code 74-206(1)(b) - To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent & (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:**

## Dawn Hofheimer

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**From:** Maya JB Burrell <bhathorraj@fastmail.fm>  
**Sent:** Thursday, January 22, 2026 10:24 AM  
**To:** Participate  
**Subject:** comp plan public comment

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

dear new ketchum city council,

i want to register once again my objection to the MASSIVE increase in the warmsprings area density that has been approved.

fundamentally, this is an evacuation danger and nightmare because there is only ONE road in and out of warmsprings, which also is dependent upon a bridge no less. the other end of warmsprings is a dirt road that goes through a box canyon. city officials, especially those leaders who voted for this before you current leaders, will have actual deaths upon their consciences if a forest fire invades this area and blocks evacuation. we have already seen these tragedies in lahina, pacific pallisades and paradise. the danger is real. this kind of disregard for the responsibilities of public office is unforgivable.

in almost equal regard, the dismissal of current residents' pleas for the consideration of how the new comp plan densities will change our neighborhood character and cohesion is sociopathic. in layman language the message is clear; YOU DON'T CARE. you don't care about the concerns of current residents who pay taxes to fund our city. you don't care about our pleas to keep traffic and pollution out of our neighborhoods. you don't care about international developers coming into warmsprings and turning it into a nightmare as they have done in all the other ski towns. you don't care about the degradation of the natural resources of water and wildlife that this increased population will impact.

so while i offer my condemnation of the city's actions in approving this horrific comp plan, i am afraid that it will once again fall on deaf ears. you are prioritizing your flawed concept of potential future residents over the people who have made the sacrifices and commitment to live here now.

finally, this is a special note to Randy Hall. you betrayed our community once before in pushing through the River Run Project density many years ago. few of the current residents of ketchum have a clue about the impact this will have in our future when it is developed as you and Sun Valley Co worked to get pre-approved. and here you are again. are you back to put the final nails in the coffin of our community? or have you learned something in the intervening years of your disastrous previous tenure? the ketchum city leaders who approved this current comp plan seem to have no understanding of how the pre-approved densities, building heights and natural resource allocations in the River Run Project need to be included in these decisions regarding warmsprings and west ketchum. the project basically creates a second city center. maybe you can explain it to them. you tried your best and succeeded in hiding these dire consequences from our community at the time. have you changed your ways? i suppose there is always HOPE, like a crack of light in the darkness.

our message is clear. we who live in warmsprings do not want to become what has already happened in west ketchum. that neighborhood has been destroyed by city hall approving condo-land

development and a mega mansion where wetlands crucial to river health, water fowl nesting grounds and moose migration corridors used to co-exist alongside friendly human neighbors. all that is gone forever. we mourn.

to end on a clear note;

YES to densities in the Warmsprings Base area.

NO to increased densities in the warmsprings neighborhoods that are currently single-family homes and duplexes.

see, it's not that hard.

sincerely,

maya burrell  
ketchum

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Maya JB Burrell  
208.471.0360  
[bhathorraj@fastmail.fm](mailto:bhathorraj@fastmail.fm)



**CITY OF KETCHUM**  
**\*SPECIAL MEETING\* MINUTES OF THE CITY COUNCIL**  
Monday, January 05, 2026  
191 5<sup>th</sup> Street West, Ketchum, ID

**CALL TO ORDER:** (00:00:16 in video)

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

**ROLL CALL CITY COUNCIL:**

Amanda Breen  
Courtney Hamilton  
Spencer Cordovano  
Tripp Hutchinson

**ALSO PRESENT:**

Ben Whipple—Director of Public Works  
Brent Davis—Director of Finance  
Daniel Hansen—Director of Community Engagement  
Jade Riley—City Administrator  
Matthew McGraw—Council Elect  
Morgan Landers—Director of Planning and Building  
Pete Prekeges—Mayor Elect  
Randy Hall—Council Elect  
Ramsy Hoehn—Street Superintendent (remote)  
Trent Donat—City Clerk & Business Manager (remote)

**COMMUNICATIONS FROM MAYOR AND COUNCIL:** (00:01:00 in video)

**CONSENT AGENDA:**

**Motion to approve Consent Agenda items #2-#10** (00:01:24 in video)

**MOVER:** Amanda Breen

**SECONDER:** Courtney Hamilton

**AYES:** Amanda Breen, Courtney Hamilton, Tripp Hutchinson, Spencer Cordovano

**RESULT: Motion Passes**

**NEW BUSINESS**

**11. Recognition of service for Mayor Bradshaw and Council Members Breen and Hamilton**

Presented by: Jade Riley (00:01:40 in video)

Public Comment Opened (00:01:50 in video)

- Scott Curtis (00:02:11 in video)
- Russell Train (00:03:08 in video)
- Andy D'Angelo (00:05:01 in video)
- Bob Brennan (00:06:36 in video)
- Peter Hendricks (00:11:50 in video)
- Jennifer Montgomery (00:16:58 in video)

Public Comment Closed (00:21:38 in video)

Comments and discussion amongst the Council (00:21:47 in video)

**12. Swearing-in of Mayor Prekeges and Council Members Hall and McGraw**

Presented by: Mayor Neil Bradshaw (00:46:00 in video)

Pete Prekeges—Sworn in as Mayor (00:48:50 in video)

Randy Hall—Sworn in as Councilmember (00:49:57 in video)

Matthew McGraw—Sworn in as Councilmember (00:51:10 in video)

Comments and discussion amongst the Council (00:52:20 in video)

**ADJOURNMENT:**

**Motion to adjourn.** (00:57:42 in video)

**MOVER:** Spencer Cordovano

**SECONDER:** Tripp Hutchinson

**AYES:** Spencer Cordovano, Tripp Hutchinson, Randy Hall, Matthew McGraw

**RESULT:** Adjourned

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Peter Prekeges, Mayor

**ATTEST:**

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Trent Donat, City Clerk



**CITY OF KETCHUM**  
**\*SPECIAL MEETING\* MINUTES OF THE CITY COUNCIL**  
Monday, January 08, 2026  
191 5<sup>th</sup> Street West, Ketchum, ID

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

Mayor Pete Prekeges called the Ketchum City Council meeting to order at 5:30 p.m.

**ROLL CALL CITY COUNCIL:**

Matthew McGraw

Randy Hall

Tripp Hutchinson

Spencer Cordovano

**ALSO PRESENT:**

Ben Whipple—Director of Public Works

Daniel Hansen—Director of Community Engagement

Jade Riley—City Administrator

Matt Johnson—City Legal Counsel

Morgan Landers—Director of Planning and Building

Trent Donat—City Clerk and Business Manager (remote)

**COMMUNICATIONS FROM MAYOR AND COUNCIL:**

Comments and discussion by the Council (00:00:31 in video)

**NEW BUSINESS**

**2. Discussion and confirmation of regular Council meeting dates/times and process**

Presented by: Jade Riley (00:01:21 in video)

Public comment opened (00:03:47 in video)

- Heather Johns (00:04:05 in video)
- Andy Ross (00:05:51 in video)
- Gerri Pesch (00:06:24 in video)
- Ned Burns (00:09:57 in video)
- Joana Wiedemann (00:10:54 in video)
- Perry Boyle (00:12:40 in video)

Public comment closed (00:14:22 in video)

Discussion and questions amongst Council and staff (00:14:26 in video)

Public comment opened (00:34:36 in video)

- Scott Curtis (00:34:38 in video)
- Ned Burns (00:35:41 in video)
- Tom Bowman (00:36:33 in video)

Public comment closed (00:37:36 in video)

**Motion to establish regular City Council meeting dates on the second and fourth Thursday at 5:30 p.m. each month and instruct staff to return with a resolution adopting the 2026 meeting calendar with a side note that Council will revisit this as policy in six months. (00:37:43 in video)**

**MOVER:** Spencer Cordovano

**SECONDER:** Tripp Hutchinson

**AYES:** Spencer Cordovano, Tripp Hutchinson, Matthew McGraw, Randy Hall

**RESULT: Motion Passes**

### **3. Election of Council President**

Presented by: Mayor Pete Prekeges (00:39:37 in video)

**Motion to elect Spencer Cordovano as Council President for the year of 2026 (00:43:29 in video)**

**MOVER:** Tripp Hutchinson

**SECONDER:** Randy Hall

**AYES:** Tripp Hutchinson, Randy Hall, Matthew McGraw

**RESULT: Motion Passes**

### **4. Review of discussion regarding Mayor/Council liaison assignments**

Presented by: Mayor Pete Prekeges (00:44:14 in video)

Discussion amongst Council and staff (00:47:17 in video)

### **5. Review and discussion regarding roles/responsibilities and communication flow between staff, Mayor, and City Council**

Presented by: Jade Riley (00:58:08 in video)

### **6. Review and discussion of strategic priorities for the Mayor/Council, and identification of topics for upcoming strategic planning sessions**

Presented by: Jade Riley (01:05:06 in video)

Discussion and questions amongst Council and staff (01:13:35 in video)

**Motion to adjourn. (01:40:50 in video)**

**MOVER:** Randy Hall

**SECONDER:** Spencer Cordovano

**AYES:** Matthew McGraw, Tripp Hutchinson, Randy Hall, Spencer Cordovano

**RESULT: Adjourned**

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Pete Prekeges, Mayor

**ATTEST:**

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Trent Donat, City Clerk



## CITY OF KETCHUM

### \*SPECIAL MEETING\* MINUTES OF THE CITY COUNCIL

Thursday, January 22, 2026

191 5<sup>th</sup> Street West, Ketchum, ID

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#### **CALL TO ORDER:** (00:00:13 in video)

Mayor Pete Prekeges called the Ketchum City Council meeting to order at 9:30 a.m.

#### **ROLL CALL CITY COUNCIL:**

Matthew McGraw

Randy Hall

Tripp Hutchinson

Spencer Cordovano

#### **ALSO PRESENT:**

Abby Rivin—Senior Planner

Alex Monge—P&Z Commissioner

Allison Kennedy—Senior Planner

Ben Whipple—Director of Public Works

Brenda Moczygemba—P&Z Commissioner

Carissa Connelly—Director of Housing

Genoa Beiser—Associate Planner

Hannah Harris—P&Z Commissioner

Jade Riley—City Administrator

Joey Stevenson—P&Z Commissioner

Lucas King—Administrative Manager

Matt Goebel—Goebel Partners, LLC (remote)

Morgan Landers—Director of Planning and Building

Paige Neid—Associate Planner

Rian Rooney—Housing Policy & Program Strategist

Tim Carter—P&Z Commissioner

Trent Donat—City Clerk and Business Manager (remote)

#### **PUBLIC COMMENT**

Public comment opened (00:00:53 in video)

Public comment closed (00:01:17 in video)

#### **STRATEGIC PLANNING:**

##### **3. Review and provide feedback regarding the five-year Capital Improvement Plan**

Presented by: Jade Riley and Ben Whipple (00:01:45 in video)

Randy Hall left the meeting (00:33:50 in video)

Discussion and questions amongst Council and staff (01:03:53 in video)

#### **4. Update regarding renewal of Original Local Option Tax**

Presented by: Jade Riley (*01:05:48 in video*)

Discussion and questions amongst Council and staff (*01:13:08 in video*)

#### **5. Joint meeting with Planning & Zoning Commission regarding Comprehensive Plan and update to Zoning Code**

Presented by: Morgan Landers (*01:29:22 in video*)

Discussion and questions amongst Council, staff, and Planning & Zoning Commission (*02:04:36 in video*)

Public comment opened (*03:35:49 in video*)

- Mark Maykrantz (*03:36:06 in video*)
- Jano Wiedemann (*03:39:43 in video*)
- Edith Iller (*03:50:50 in video*)

Public comment closed (*03:43:50 in video*)

#### **6. Recap of homework items and associated next steps**

Presented by: Jade Riley (**item withdrawn**)

#### **NEW BUSINESS:**

#### **7. Request to authorize the Housing Department to release Ownership and Preservation Funds**

Presented by: Rian Rooney (**item withdrawn**)

#### **8. Council travel request**

Presented by: Spencer Cordovano (**item withdrawn**)

**Motion to adjourn.** (*03:44:31 in video*)

**MOVER:** Tripp Hutchinson

**SECONDER:** Spencer Cordovano

**AYES:** Matthew McGraw, Tripp Hutchinson, Spencer Cordovano

**RESULT: Adjourned**

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Pete Prekeges, 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 = "011100000000"-"9700000000"-"9910000000"-"99111810000"

Invoice Detail/Voided = No, Yes

## GENERAL FUND

**01-2175-8000 P/R DEDUC PBL--EMP CAF FSA-MD**

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
<b>GENERAL FUND</b>					
NBS-National Benefit Services	CP433230	Claims paid for employee benefits DCAP FSA and HRA	1,025.08		0
<b>01-2175-9000 P/R DEDUC PBL--EMP CAF FSA-DC</b>					
NBS-National Benefit Services	CP433230	Claims paid for employee benefits DCAP FSA and HRA	213.47		0
<b>01-3200-2100 BUILDING PERMITS</b>					
Cueva Elk Roofing	122925	Overpaid Permitting Fees	634.64		0
<b>01-3400-3600 BANNER FEES</b>					
TROUT UNLIMITED	011226	Street Banner Refund	175.00		0
Total :			2,048.19		

## LEGISLATIVE &amp; EXECUTIVE

**01-4110-2505 HEALTH REIMBURSEMENT ACCT(HRA)**

NBS-National Benefit Services	CP433230	Claims paid for employee benefits DCAP FSA and HRA	306.33		0
<b>LEGISLATIVE &amp; EXECUTIVE</b>					
Total LEGISLATIVE & EXECUTIVE:			306.33		

## ADMINISTRATIVE SERVICES

**01-4150-2505 HEALTH REIMBURSEMENT ACCT(HRA)**

NBS-National Benefit Services	CP433230	Claims paid for employee benefits DCAP FSA and HRA	480.75		0
<b>01-4150-2760 OTHER EMPLOYEE BENEFITS</b>					
Chateau Drug Center	3109402	Cards	14.97		0
Ramp	123125	Refund for staff Holiday party cake	82.67-		0
Ramp	123125	Outgoing council member gifts	34.83		0
Ramp	123125	Staff Holiday party cake	82.67		0
Ramp	123125	Parting gifts	43.44		0

**01-4150-3100 OFFICE SUPPLIES & POSTAGE**

Gem State Paper & Supply	1154482	Coffee creamer, copy paper, soap, and tissue paper supplies	587.10		0
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Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Gem State Paper & Supply	1154482-01	Coffee creamer	135.75		0
Gem State Paper & Supply	1154624	Trash bags and cleaning erasers	73.39		0
Gem State Paper & Supply	1154743	Return Credit	75.66-		0
PITNEY BOWES - RESERVE ACC	3321663781	Lease for SendPro C Auto and integrated scale system	425.19		0
Ramp	123125	Front Desk - Reception Mints	27.97		0
Ramp	123125	Office Supplies - Coffee Pods - San Francisco	40.84		0
Ramp	123125	Gavel gift for incoming mayor	41.80		0
Ramp	123125	Notebooks	36.99		0
Ramp	123125	Water-Resistant Parking Citation Envelopes	402.91		0
Ramp	123125	Plow team donuts	11.85		0
Ramp	123125	Front Desk Dog Cookies	17.99		0
<b>01-4150-4200 PROFESSIONAL SERVICES</b>					
Enourato, Lisa	124	Miscellaneous Administrative Services	4,250.00	26082	0
Western Records Destruction	0790999	Monthly confidential shredding and record destruction services	339.90		0
Best Day HR	46017	Consulting services and software for Housing Department Offsite	306.00		0
Ramp	123125	Event promotion costs - Lift tickets for Ramp Shoot	203.00		0
Ramp	123125	Event promotion costs - Lift tickets for Ramp Shoot	29.00		0
FID Ventures	2026-02	Year Contract for Community Engagement/Event Support	3,333.34	26024	0
<b>01-4150-4400 ADVERTISING &amp; LEGAL PUBLICATIONS</b>					
Express Publishing, Inc	10002196 1231	Legal notice publications for Ordinances 1270	262.80		0
<b>01-4150-4800 DUES, SUBSCRIPTIONS &amp; MEMBERSHIPS</b>					
Ramp	123125	Software license purchase	247.26		0
Ramp	123125	Costco Membership City	260.00		0
FRONTIER COMMUNITY RESOU	1719	Annual city dues for membership	500.00		0
<b>01-4150-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>					
Ramp	123125	Ramp Onsite Team Lunch	51.42		0
Ramp	123125	Lunch meeting expense	65.70		0
<b>01-4150-5200 UTILITIES</b>					
Ramp	123125	76053745030 Gas Service at City Hall	150.87		0
<b>01-4150-7400 OFFICE FURNITURE &amp; EQUIPMENT</b>					
Freeform	PR24941-1	Literature rack	608.62		0
<b>Total ADMINISTRATIVE SERVICES:</b>					
					13,297.12

**CITY CLERK**

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
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**01-4152-2505 HEALTH REIMBURSEMENT ACCT(HRA)**

NBS-National Benefit Services	CP433230	Claims paid for employee benefits DCAP FSA and HRA	1,866.85		0
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**01-4152-4900 PERSONNEL TRAINING/TRAVEL/MTG**

Ramp	123125	Team Coffee	7.45		0
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**01-4152-5100 TELEPHONE & COMMUNICATIONS**

Century Link	333450155	Monthly telecommunication services	4.98		0
Syringa Networks LLC	SMI-002810	Recurring monthly IPVPN and business internet network services	2,480.00		0
AT&T Mobility LLC	287310798935	Wireless communications services for multiple mobile devices and hotspots	81.14		0
Ramp	123125	Internet Service at 131 River St	81.99		0
Ramp	123125	Monthly telecommunications service	100.00		0
Ramp	123125	Monthly telecommunications service - 8x8	1,315.00		0

**01-4152-5110 COMPUTER NETWORK**

CDW Government, Inc	AH5N18F	SonicWall Advanced Protection Service Suite software license renewal	1,459.01		0
Integrated Technologies	265420.1	Contract copies and prints charges for various Xerox and HP devices	83.80		0
Integrated Technologies	274825	Monthly contract copies and prints charges for Xerox and HP equipment	596.61		0
Integrated Technologies	275644	Contract base rate and copies charges for multiple devices	585.49		0
ClearMindGraphics	7463	Monthly WordPress security updates and vertical scaling services	225.00		0
Leaf	19618652	Equipment financing for Xerox printers and IT solutions	833.10		0
Ramp	123125	Zoom Webinar Service	158.00		0
Ramp	123125	Microsoft Business Basic Refund	695.15-		0
Ramp	123125	Mailchimp - Email Marketing Services	300.00		0
Ramp	123125	Cloud Storage Services	63.14		0
Ramp	123125	reMarkable tablet subscription for software services	3.23		0
Ramp	123125	Windows software upgrade	99.00		0

Total CITY CLERK:

9,648.64

**COMMUNITY ENGAGEMENT**

01-4154-2505 HEALTH REIMBURSEMENT ACCT(HRA)	CP433230	Claims paid for employee benefits DCAP FSA and HRA	124.99
			0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
<b>01-4154-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>					
Ramp	123125	Community Engagement Web Meeting	18.20		0
Ramp	123125	Continued professional education	1.05		0
Ramp	123125	Website meeting with development team	44.53		0
<b>01-4154-5150 COMMUNICATIONS</b>					
Ramp	123125	Mass texting service	239.00		0
Ramp	123125	Monthly photography library services	74.20		0
<b>01-4154-7400 OFFICE FURNITURE &amp; EQUIPMENT</b>					
Chateau Drug Center	3103610	Gray 60-inch wall mount art cling	56.99		0
Ramp	123125	Lighting for Community Engagement meeting room	539.75		0
Ramp	123125	CSOs office furniture	540.96-		0
Ramp	123125	Community Engagement conference room monitor	267.99		0
Ramp	123125	CSO Office Furniture	540.96		0
Total COMMUNITY ENGAGEMENT:					
			1,366.70		
<b>FINANCE</b>					
<b>01-4156-3100 OFFICE SUPPLIES &amp; POSTAGE</b>					
Apex Integrated Security Solutions, I	00045169	Shipping 25 XCD9651 key fobs including handling fees	290.00		0
Chateau Drug Center	3115223	Keys	6.18		0
Ramp	123125	Coffee during Ramp Onsite	10.24		0
Ramp	123125	Adobe Acrobat Subscription	19.99		0
Ramp	123125	Calendar	9.98		0
Ramp	123125	Computer Cleaner	12.34		0
<b>01-4156-4200 PROFESSIONAL SERVICES</b>					
WORKMAN AND COMPANY	010525	FY2025 Audit	16,280.00	26095	0
Ramp	123125	DocuSign Monthly	15.00		0
Ramp	123125	Travel Wifi	133.88		0
<b>01-4156-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>					
Ramp	123125	AT1 Boise Conference	188.71		0
Ramp	123125	Lunch Meeting - Impact Fees	28.50		0
Ramp	123125	Parking for AT1 conference	15.00		0
Ramp	123125	Front Desk Coverage food	16.09		0
Ramp	123125	Ramp Onsite Lunch Meeting	46.37		0
Ramp	123125	Work Lunch	70.57		0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Ramp	123125	Front Desk Coverage	12.43		0
<b>01-4150-6510 COMPUTER SERVICES</b>					
Caselle, Inc	INV-15312	Monthly cloud hosting maintenance and support subscription services	4,550.00		0
Ramp	120125	Annual Software Subscription	4,320.00		0
Total FINANCE:			<b>26,025.28</b>		
<b>LEGAL</b>					
<b>01-4160-4270 CITY PROSECUTOR</b>					
Allington, ESQ., Frederick C.	120340	Monthly Prosecutor Payment	<b>3,883.33</b>		
Total LEGAL:			<b>3,883.33</b>		
<b>PLANNING &amp; BUILDING</b>					
<b>01-4170-3200 OPERATING SUPPLIES</b>					
Ramp	123125	Code training lunch	534.00		0
<b>01-4170-4200 PROFESSIONAL SERVICES</b>					
Mattison, Robyn	2025.12	Engineering services including plan reviews and ROW encroachment permit applications	4,650.00		0
Goebel Partners, LLC	1032	Drafting new unified development code services	8,792.50		0
<b>01-4170-4210 PROFESSIONAL SERVICES - DBS</b>					
Safebuilt LLC	3048916	Building permit and plan check fees for various Ketchum projects	14,129.24		0
Safebuilt LLC	3054698	Building inspection services for various residential and commercial permits	2,000.00		0
<b>01-4170-4220 PROF SWCS-FLOOD PLAIN PROGRAM</b>					
Harmony Design & Engineering	25885	Professional engineering review services for SAP and development projects	720.00		0
<b>01-4170-4400 ADVERTISING &amp; LEGAL PUBLICATION</b>					
Copy Center LLC	3995	Public notice postcards and postage for mailers	111.00		0
Express Publishing, Inc	10002196 1231	Legal notice publications for Ordinances '269	136.28		0
Express Publishing, Inc	10002196 1231	Legal notice publications for Historic Commission	69.00		0
<b>01-4170-4500 GEOGRAPHIC INFO SYSTEMS</b>					
Geobility LLC	1190	GIS Professional Services including AGOL administration			

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
<b>01-4170-4800 DUES, SUBSCRIPTIONS &amp; MEMBERSH</b>					
Ramp	123125	Monthly planning training subscription and project mapping consulting	4,230.00		0
Total PLANNING & BUILDING:					
			37.49		0
<b>NON-DEPARTMENTAL</b>					
<b>01-4193-4200 PROFESSIONAL SERVICE</b>					
Gallagher Benefit Services	361129	Monthly consulting services for January 2026	2,083.33		0
Trademark Design & Fabrication	6054	Warm Springs Preserve Design Services	12,500.00	25164	0
<b>01-4193-4220 IT PROFESSIONAL SERVICES</b>					
Ketchum Computers, Inc.	21466	Monthly IT maintenance and technology support services	16,167.00		0
<b>01-4193-4901 CULTURE PROJECTS</b>					
Ramp	123125	Holiday Party Deposit Limelight	3,472.00		0
Ramp	123125	Holiday Party Limelight	2,983.40		0
<b>01-4193-9930 GENERAL FUND OP. CONTINGENCY</b>					
Atkinson's Market	01864236	Council Refreshments	95.86		0
HDR Engineering, Inc.	1200793997	Stop Sign Study	5,881.00	25121	0
Snee, Molly	2521	Canvas painting	2,244.88		0
Ramp	123125	Gift card	250.00		0
Ramp	123125	Gift card	250.00		0
Ramp	123125	Gift card	500.00		0
Total NON-DEPARTMENTAL:					
			46,432.47		
<b>FACILITY MAINTENANCE</b>					
<b>01-4194-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>					
NBS-National Benefit Services	CP433230	Credit for overpayment	204.56-		0
<b>01-4194-3200 OPERATING SUPPLIES</b>					
A.C. Houston Lumber Co	2512-964323	Gloves	15.99		0
A.C. Houston Lumber Co	2512-964329	Sealant	26.97		0
D & B Supply	7777	Return Credit	5.00-		0
Ramp	123125	Signs for Forest Service Park	19.98		0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
<b>01-4194-4205 SNOW REMOVAL</b>					
Big Wood Landscape, Inc.	32904	2026 Snow Removal	1,300.00	26088	0
Big Wood Landscape, Inc.	32905	2026 Snow Removal	1,500.00	26088	0
Big Wood Landscape, Inc.	32906	2026 Snow Removal	525.50	26088	0
Big Wood Landscape, Inc.	32907	2026 Snow Removal	549.75	26088	0
Big Wood Landscape, Inc.	32908	2026 Snow Removal	435.00	26088	0
Big Wood Landscape, Inc.	32909	2026 Snow Removal	355.50	26088	0
Big Wood Landscape, Inc.	32910	2026 Snow Removal	609.75	26088	0
Big Wood Landscape, Inc.	32911	2026 Snow Removal	639.75	26088	0
Big Wood Landscape, Inc.	32912	2026 Snow Removal	371.25	26088	0
Big Wood Landscape, Inc.	32913	2026 Snow Removal	459.75	26088	0
Big Wood Landscape, Inc.	32914	2026 Snow Removal	652.50	26088	0
Big Wood Landscape, Inc.	32915	2026 Snow Removal	534.00	26088	0
Big Wood Landscape, Inc.	32917	2026 Snow Removal	475.50	26088	0
Big Wood Landscape, Inc.	32919	2026 Snow Removal	682.50	26088	0
<b>01-4194-4800 DUES, SUBSCRIPTIONS &amp; MEMBERSH</b>					
Baseline Inc	17417-2026	BaseManager Plus service for controller monitoring	438.00	0	0
<b>01-4194-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>					
Ramp	123125	Accommodation for facilities maintenance trip	672.41		0
Ramp	123125	Horticulture conference	300.00		0
<b>01-4194-5200 UTILITIES</b>					
Clear Creek Disposal	0001869513	Portable restroom service and rental for Atkinsons Park Tennis Courts	393.00		0
Clear Creek Disposal	000187-5750	Quarterly waste disposal	121.38		0
Ramp	123125	44919030005 Gas Service at 131 River St	29.26		0
Ramp	123125	65669030002 491 SV Rd Fire Pit Gas Service	17.92		0
Ramp	123125	83471227922 Gas Service at 131 River St	16.89		0
Ramp	123125	32649330001 Gas Service	30.78		0
<b>01-4194-5900 REPAIR &amp; MAINTENANCE-BUILDINGS</b>					
A.C. Houston Lumber Co	2512-964638	Deadbolt	44.99		0
Conrad Brothers Construction	24861	City Hall Door Installation	12,143.06	26084	0
Sentinel Fire & Security, Inc	118871	Alarm monitoring services for Ketchum Ore Wagon Museum	89.61		0
Sentinel Fire & Security, Inc	118936	Monitoring for panic system and AES fire alarm	167.84		0
Sentinel Fire & Security, Inc	119017	Quarterly fire and security monitoring for historical park buildings	114.00		0
Ramp	123125	Front doors	611.79		0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
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Ramp	123125	Lights for the basement	346.73		0
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<b>01-4194-5910 REPAIR &amp; MAINT-491 SV ROAD</b>					
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Cintas	4256360896	Rental and cleaning of floor mats	46.84		0
Clear Creek Disposal	000186514	Waste disposal and recycling services for Starbucks	1,020.80		0
Gem State Paper & Supply	1154013	Two foam soap dispensers for the visitor center	57.41		0
Sentinel Fire & Security, Inc	119216	Fire system monitoring for KURA Starbucks Visitor's Center	80.34		0
Ramp	123125	17499804809 Gas Service	132.73		0
Ramp	123125	Internet Service	143.00		0
H PROPERTY SERVICE	9199	Labor and materials for exterior back door replacement at Starbucks	3,534.98		0

<b>01-4194-5950 REPAIR &amp; MAINT-WARM SPRINGS PR</b>					
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A.C. Houston Lumber Co	2512-964498	Trash can lids	37.98		0
Clear Creek Disposal	000186512	Front load commercial monthly service and portable restroom rentals	353.33		0

<b>01-4194-6000 REPAIR &amp; MAINT-AUTOMOTIVE EQUI</b>					
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Les Schwab	11700978773	Four Open Range tires with balancing and tire pressure monitoring	1,150.52		0
Warm Springs Auto Parts LLC	213605	Snow brush	4.95		0
Warm Springs Auto Parts LLC	213611	Auto parts and fluids	123.23		0

<b>01-4194-6100 REPAIR &amp; MAINT-MACHINERY &amp; EQ</b>					
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Napa Auto Parts	246393	Hose ends and weathershield hose	85.45		0
Warm Springs Auto Parts LLC	213780	High temperature grease	17.90		0
Ramp	123125	Spare key for ATV	40.53		0

<b>01-4194-6950 MAINTENANCE</b>					
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Chateau Drug Center	3098626	Duct tape	14.24		0
Clear Creek Land Co. LLC	000005585	Monthly mobile storage unit rentals for January 2026	231.00		0
Pipeco, Inc.	\$6199240.001	Irrigation supply including a Structron power pusher	49.27		0
Pipeco, Inc.	\$6203352.001	Service charge	3.21		0
Sentinel Fire & Security, Inc	118872	AES fire alarm monitoring for Maintenance Building	105.06		0

Total FACILITY MAINTENANCE:			31,714.56		
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<b>POLICE</b>					
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<b>01-4120-3200 OPERATING SUPPLIES</b>					
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Chateau Drug Center	318792	Gorilla repair tape, clear tape, and duct tape	40.43		0
Ramp	123125	Law Enforcement-Plate Registration - 2016 Chevy Tahoe	23.57		0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Ramp	123125	Office furniture purchase	540.96		0
Ramp	123125	Snow tows meals	74.80		0
<b>01-4210-3500 MOTOR FUELS &amp; LUBRICANTS</b>					
Christensen Inc.	CL04015	Fuel	58.95		0
Ramp	123125	Fuel for operations	68.57		0
Ramp	123125	Fuel for operations	75.55		0
<b>01-4210-3610 PARKING OPS PROCESSING FEES</b>					
Data Ticket Inc	187125	Citation and delinquent collection processing services for November 2025	609.58		0
Baker, Donald	010526	Refund for Dismissed Violation	45.00		0
<b>01-4210-4250 PROF.SERVICES-BCSO CONTRACT</b>					
Blaine County Clerk/Recorder	201096	BCSO Law Enforcement Services	159,837.92		0
<b>01-4210-5100 TELEPHONE &amp; COMMUNICATIONS</b>					
Century Link	333466365 121	Monthly telecommunications services	4.52		0
AT&T Mobility LLC	287310798935	Wireless communications services for multiple mobile devices and hotspots	178.00		0
<b>01-4210-6000 REPAIR &amp; MAINT-AUTOMOTIVE EQU</b>					
Dick York's Auto Service	96213	Vehicle maintenance service including oil change and bulk replacement	133.79		0
Total POLICE:					
			161,691.64		
<b>STREET</b>					
<b>01-4310-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>					
NBS-National Benefit Services	CP433230	Claims paid for employee benefits DCAP FSA and HRA	187.78		0
<b>01-4310-3200 OPERATING SUPPLIES</b>					
A.C. Houston Lumber Co	2601-969219	Fasteners	2.58		4310044
Fastenal Company	IDIER17559	Twelve grinding discs	49.25		4310044
Napa Auto Parts	247740	Nitrile and disposable gloves	107.88		4310047
Treasure Valley Coffee Inc	2160:11236526	Assorted gourmet coffee boxes	125.00		4310047
Treasure Valley Coffee Inc	2160:11261177	Assorted gourmet coffee and cocoa packets	142.79		4310047
Treasure Valley Coffee Inc	2160:11307495	Coffee and cocoa packets	82.59		4310047
Treasure Valley Coffee Inc	2160:11348922	Coffee cream sugar and tea supplies	166.29		4310047
Ramp	123125	Shop Supplies	117.62		4310047
Ramp	123125	12.18.25 Snow Plow Meals	186.94		4310037

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Ramp	123125	Snow tows meals	24.92		4310037
Ramp	123125	12.21.25 - Snow Plow Meals	185.66		4310037
Ramp	123125	2026 Calendars	23.97		4310047
Ramp	123125	Snow tows meals	25.54		4310037
Ramp	123125	12.22.25 Skeleton Crew Snow Plow Meals	69.76		4310037
<b>01-4310-3400 MINOR EQUIPMENT</b>					
A.C. Houston Lumber Co	2512-964808	Utility knife and propane torch kit	41.98		4310044
A.C. Houston Lumber Co	2601-966039	Dremel wheels	5.49		4310044
<b>01-4310-3500 MOTOR FUELS &amp; LUBRICANTS</b>					
Valley Wide Cooperative	U001D007	Unleaded gas fuel purchase	158.84		4310044
Valley Wide Cooperative	U001D012	Winterblend fuel	2,501.61		4310044
Valley Wide Cooperative	U2510024	Unleaded gas	548.08		4310044
Valley Wide Cooperative	U2510025	Winterblend fuel	2,130.84		4310044
Valley Wide Cooperative	U2510026	Unleaded gas	486.03		4310037
<b>01-4310-3600 COMPUTER SOFTWARE</b>					
Ramp	123125	Monthly Adobe Subscription	29.99		4310047
Ramp	123125	Canva Subscription - Design Resources	15.00		4310047
<b>01-4310-4200 PROFESSIONAL SERVICES</b>					
Big Wood Landscape, Inc.	32903	Snow removal services and snow stake installation	1,100.00		4310037
Lunceford Excavation, Inc.	18704	2025-2026 Winter Snow Hauling	19,500.00	26016	4310037
Sentinel Fire & Security, Inc	118982	AFS fire alarm monitoring for January to March 2026	105.06		4310047
Western States Cat	IN003453142	2026 Cat D6T Tractor Rental	7,915.50	26018	4310037
Canyon Excavation, LLC	3296	2025-2026 Winter Snow Hauling	12,690.00	26017	4310037
<b>01-4310-4900 PERSONNEL TRAINING/TRAVEL/MIG</b>					
LOCAL HIGHWAY TECHNICAL A	T2112023RDA-4	T2 C Center roadway drainage training course	160.00		4310047
LOCAL HIGHWAY TECHNICAL A	T2121025SSL-3	T2 C Center Speed Limits course training	100.00		4310047
<b>01-4310-5200 UTILITIES</b>					
Ramp	123125	32649330001 Gas Service	477.79		4310047
Ramp	123125	49439330009 Gas Service	93.92		4310047
<b>01-4310-6000 REPAIR &amp; MAINT-AUTOMOTIVE EQU</b>					
Les Schwab	11700977079	Tires installation and balancing services for 2017 Dodge Ram	1,288.36		4310044
Napa Auto Parts	247507	Radiator cap	49.39		4310044
Napa Auto Parts	248188	Wiper transmission for 2013 Ford Expedition	74.69		4310044
Napa Auto Parts	248189	Vehicle parts including screen, oil pan, and transmission			

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Napa Auto Parts	248250	fluid	220.03		4310044
Napa Auto Parts	248576	Vehicle hub cap	44.08		4310044
Warm Springs Auto Parts LLC	214245	Oil and fuel filters	69.12		4310044
Warm Springs Auto Parts LLC	214317	Assorted gasket makers and silicone for street department supplies	34.85		4310044
Warm Springs Auto Parts LLC	214326	Oil seal	29.14		4310044
Warm Springs Auto Parts LLC	214343	Brake parts cleaner for the street department	59.40		4310044
Warm Springs Auto Parts LLC	214392	U-joint replacement part	20.50		4310044
Warm Springs Auto Parts LLC	214430	Two units of synthetic gear oil for the street department	30.50		4310044
Warm Springs Auto Parts LLC		Synthetic gear oil for vehicle rear end maintenance	30.50		4310044
<b>01-4310-6100 REPAIR &amp; MAINT-MACHINERY &amp; EQ</b>					
Fastenal Company	IDUER117385	Fastenal hardware supplies	111.12		4310044
Fastenal Company	IDUER117656	Fasteners and industrial supplies for shop maintenance	356.76		4310044
KENWORTH SALES COMPANY	01205W11604	2002 Kenworth T800B suspension and engine belt replacement	8,027.98	26093	4310044
KENWORTH SALES COMPANY	01205W11685	2001 Kenworth T800B suspension, alignment, and axle rescaling	13,168.51	26092	4310044
KENWORTH SALES COMPANY	01205W11827	Kenworth T800B alignment and tie rod replacement service	824.44		4310044
Lutz Rentals	169230-1	Hydraulic hoses and fittings for plow truck maintenance	46.41		4310044
Napa Auto Parts	237305	Return Credit	44.99-		4310044
Napa Auto Parts	244005	Return Credit	20.26-		4310044
Napa Auto Parts	245648	Warranty Credit	65.69-		4310044
Napa Auto Parts	246132	General purpose coupler and hexagon pipe nipple	38.38		4310044
Napa Auto Parts	246216	Couplers	179.95		4310044
Napa Auto Parts	246585	Vehicle maintenance hoses and fitting parts	67.56		4310044
Napa Auto Parts	246705	Bearings/ Kodiak Blower	156.16		4310044
Napa Auto Parts	247114	Hex bolts	4.58		4310044
Napa Auto Parts	247156	Absorbent pads and toolbox refills	195.95		4310044
Napa Auto Parts	248324	Oil and fuel filters	143.06		4310044
UTILITY TRAILER SALES OF BOI	116315PB	Vehicle parts including swivel push arm spring and cylinder	7,081.46		4310044
Western States Cat	IN003438497	Replacement mirror for heavy equipment	247.26		4310044
Western States Cat	IN003460192	Compress kit	387.79		4310044
Western States Cat	IN003462876	Heavy equipment parts including edges and cab filters	943.91		4310044
Western States Cat	IN003473278	Five edge parts for heavy equipment maintenance	606.90		4310044
<b>01-4310-6910 OTHER PURCHASED SERVICES</b>					
Cintas	4253364239	Rental and cleaning of floor mats and coverall uniforms	21.83		4310047
Cintas	5311424902	First aid supplies replenishment and shop cabinet service maintenance	93.68		4310047
Norco	0045438254	Acetylene cylinder refills	205.97		4310044
Norco	0045544385	Monthly cylinder rental for various industrial gas tanks	271.25		4310044

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Norco	0045602131	Oxygen cylinders and delivery fees for city street department	106.65		4310044
<b>01-4310-6920 SIGNS &amp; SIGNALIZATION</b>					
A.C. Houston Lumber Co	2601-968807	Street Banner Parts	36.32		4310040
A.C. Houston Lumber Co	2601-968814	Wire rope clips/Street Banners	5.58		4310040
Chateau Drug Center	3110054	Scrapers blade	6.26		4310040
Chateau Drug Center	3118328	Poly rope, anchor shackles, screw eyes, and turnbuckle hardware for street banners	75.52		4310040
Grainger, Inc., W.W.	9754418599	Wire rope and U-bolt clip kit for street banners	165.91		4310044
<b>01-4310-6950 MAINTENANCE &amp; IMPROVEMENTS</b>					
Grainger, Inc., W.W.	9763929495	Steel wardrobe locker in gray	735.86		4310047
Sherwin-Williams Co	7425-1	Paint supplies and tape	28.21		4310044
Walker Sand and Gravel	1595988	Imported clean fill material	66.01		4310033
Walker Sand and Gravel	1601575	Imported clean fill material	62.79		4310033
Walker Sand and Gravel	1605593	Commercial roadbase and environmental fee for road maintenance	159.90		4310033
Walker Sand and Gravel	1605840	Commercial roadbase material and environmental fee	169.60		4310033
SAGE SUPPLY INC	25-50183	Green net straw wattle for erosion control	111.20		4310037
SAGE SUPPLY INC	26-50193	EZ Street asphalt patch bags	1,302.00		4310036
Total STREET:			87.59	1.04	
<b>RECREATION</b>					
<b>01-4510-2305 HEALTH REIMBURSEMENT ACCT(HRA)</b>					
NBS-National Benefit Services	CP433230	Claims paid for employee benefits DCAP FSA and HRA	784.65		0
<b>01-4510-3200 OPERATING SUPPLIES</b>					
A.C. Houston Lumber Co	2601-969587	Snow shovels, metallic gold spray paint, and poly scoop	131.95		0
Chateau Drug Center	3111082	Roof cement, first aid items, duct tape	50.85		0
Gem State Paper & Supply	1154613	Paper towels	297.80		0
Gem State Paper & Supply	1154747	Toilet tissue, trash liners, and enMotion roll towels	188.17		0
Ramp	123125	Trailer Lock Refund	14.83-		0
Ramp	123125	Trailer Lock, will be refunded	18.87		0
Ramp	123125	Operating supplies	86.11		0
Ramp	123125	Trailer Lock to transport Can Am UTV for Parks	14.83		0
Ramp	123125	Trailer Lock Parks UTV Transport	19.07		0
<b>01-4510-3250 RECREATION SUPPLIES</b>					
Ramp	123125	Rec supplies	45.00		0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Ramp	123125	Parks recreation supplies	64.71		0
Ramp	123125	Parks recreation supplies	50.15		0
Ramp	123125	Parks recreation supplies	30.00		0
<b>01-4510-3300 RESALE ITEMS-CONCESSION SUPPLY</b>					
Atkinsons' Market	02067987	Half and half, bananas, and mandarins	28.60		0
Atkinsons' Market	05030570	Mandarins, apples and bananas	25.16		0
Atkinsons' Market	1865386	Apples	7.88		0
Sysco	1401496S	Food and service delivery items	5.45		0
Sysco	140A1268M	Vanilla snack squares	43.98		0
<b>01-4510-4900 PERSONNEL TRAINING/TRAVEL/MIG</b>					
DAVIS, BRENT	010726	Parks UTV Delivery Mileage	247.80		0
<b>01-4510-5200 UTILITIES</b>					
Ramp	123125	31904030009 Gas Service	40.20		0
<b>01-4510-6100 REPAIR &amp; MAINT-MACHINERY &amp; EQ</b>					
Lutz Rentals	169253-1	Propane for zamboni maintenance	8.76		0
Total RECREATION:			2,175.16		
Total GENERAL FUND:			421,589.97		
<b>WAGON DAYS FUND</b>					
<b>WAGON DAYS EXPENDITURES</b>					
<b>02-4530-3200 OPERATING SUPPLIES</b>					
Barbara's Party Rental, Inc	082925	Wagon Days Chair Rental	330.00		0
Total WAGON DAYS EXPENDITURES:			330.00		
Total WAGON DAYS FUND:			330.00		
<b>GENERAL CAPITAL IMPROVEMENT FD</b>					
<b>GENERAL CIP EXPENDITURES</b>					
<b>03-4193-710 DOWNTOWN CORE SIDEWALK (P)</b>					
Enourato, Lisa	124	Downtown Core Sidewalk Project Support	42.50	26038	0
Jacobs Engineering Group, Inc.	W3Y27900-011	MSC SIDEWALK ENGINEERING	944.10	25064	0
Jacobs Engineering Group, Inc.	W3Y27900-011	TO3A - Downtown Core Sidewalks	12,360.00	26049	0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
<b>03-4193-7135 MAIN STREET REHAB</b>					
LOST RIVER OUTFITTERS, INC.	010926	Gift Voucher Reimbursement	315.00		713503
SILVER GREEK OUTFITTERS	010926	Gift Voucher Reimbursement	330.00		713503
PIONEER SALOON, INC.	011626	Gift Voucher Reimbursement	945.00		713503
Blaine County Title, Inc	1647	Owner's policy, recording fee, and electronic filing fee	365.00		0
Idaho Materials & Construction	225351	Remaining Balance on Main St Rehab	59,250.00	26087	713502
Idaho Materials & Construction	225351	MAIN STREET REHABILITATION CONTRACT	7,134.14	24088	713501
Idaho Materials & Construction	225351	Remaining Balance on Main St Rehab	5,665.86	26087	713501
<b>03-4193-7199 LONG-TERM PLANNING &amp; DESIGN</b>					
Jacobs Engineering Group, Inc.	W3Y27900-011	TO6 - GIS Map/CIP Booklet	2,185.00	26050	0
Jacobs Engineering Group, Inc.	W3Y27900-011	TO#7 - Miscellaneous On-Call Design Services	5,710.30	26064	0
Opal Engineering, PLLC	1369	Contract engineering services for South Ketchum ITD improvements	175.00		0
GGLO LLC	2024088.01-00	Professional services for South of Town MP documentation	4,590.00		0
<b>03-4193-7200 TECHNOLOGY UPGRADES</b>					
Ramp	123125	Laptop	1,816.99		0
Ramp	123125	Hard Drive Network Backup	139.99		0
Ramp	123125	UPS Battery Backup - Network Upgrade	597.48		0
<b>03-4193-7205 WEBSITE REBUILD</b>					
Anderson, Amanda	COK_02	WEBSITE REBUILD PROJECT	5,500.00	26060	0
Anderson, Amanda	COK_03	WEBSITE REBUILD PROJECT	5,500.00	26060	0
<b>03-4193-7502 INFRASTRUCTURE FOR HOUSING</b>					
Galena-Benchmark Engineering	1225-194	Professional engineering support for YMCA parcel subdivision review	425.00		0
HDR Engineering, Inc.	1200793973	Professional on-call engineering services including labor and status reports	813.50		0
Total GENERAL CIP EXPENDITURES:					
<b>FACILITY MAINT CIP EXPENDITURE</b>					
<b>03-4194-7135 FOREST SRV PARK RENOVATION</b>					
Liv Jensen Engineering	2729	Structural engineering services for FSP Renovation	1,100.00	26055	0
<b>03-4194-7136 HYPERBOREAN CONDO RENOVATION</b>					
Peak Venture Group LLC	1079	Renovation of Hyperborean Condos	82,852.66	25171	0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
D & A GLASS COMPANY	T2513-R	Ore Wagon Museum Improvements	2,318.40	26036	0

03-4194-7161 VISITOR CENTER BUILDING R&M	124	Visitor Center R&M Project Support	722.50	26042	0
Enourato, Lisa	00112	Visitors Center ReRoof	162,720.00	26031	0
Cueva Elk Roofing	1533	Restrain exterior logs & interior counters/timber adjustment	10,500.00	26073	0

03-4194-7162 TOWN SQUARE REMODEL PHASE I	124	Town Square Remodel Project Support	255.00	26039	0
Enourato, Lisa	2023040.01-00	Professional services for Ketchum Town Square phased implementation labor	2,220.00		0

03-4194-7177 CITY HALL 3RD FLOOR	123125	Safebuilt Fee	428.40		
Ramp				263,116.96	

Total FACILITY MAINT CIP EXPENDITURE:

**POLICE CIP EXPENDITURES**

03-4210-7100 POLICE VEHICLE (NEW)	011226	Police Interceptor AWD Explorer	48,338.00	26078	0
Kendall Ford of Meridian				48,338.00	

Total POLICE CIP EXPENDITURES:

**STREETS CIP EXPENDITURES**

03-4310-7140 140 GRADER (TBD) - (lease/pure	37790197 1218	Motor Grader Lease 001-70163262	56,620.74	26081	0
Caterpillar Financial Services Corp				56,620.74	

Total STREETS CIP EXPENDITURES:

Total GENERAL CAPITAL IMPROVEMENT FD:	482,880.56
---------------------------------------	------------

**ORIGINAL LOT FUND**  
**ORIGINAL LOT TAX**

22-4910-6060 EVENTS/PROMOTIONS	123125	Credit for Cancelled Order	449.98-	491038
Ramp	123125	Processing fee for Holiday Lighting reindeer	66.78	491002

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Ramp	123125	Event Conference Room Furniture	1,705.60		491038
Ramp	123125	Events team meeting room desks	507.98		491038
Ramp	123125	Meta Ads	49.40		491002
Ramp	123125	Postag: return letters from Santa	62.40		491002
<b>22-4910-6090 CONSOLIDATED DISPATCH</b>					
Blaine County Emergency Comm	460	2026 Dispatch Services	160,290.58	26011	0
<b>Total ORIGINAL LOT TAX:</b>					
<b>Total ORIGINAL LOT FUND:</b>					
<b>ADDITIONAL 1% LOT FUND</b>					
<b>ADDITIONAL 1% LOT</b>					

**25-4910-4220 SUN VALLEY AIR SERVICE BOARD**

Sun Valley Air Service Board 010526 November 2025 local option tax distribution for air service

Total ADDITIONAL 1%LOT:

Total ADDITIONAL 1%LOT FUND:

**COMMUNITY HOUSING****54-2300-0000 DEPOSITS SEC DEPLT**

Muskar, Sabine 011226 Refund of FSP Cabin Security Deposit

Total :

**COMMUNITY HOUSING EXPENSE****54-4410-2505 HEALTH REIMBURSEMENT ACCT(HRA)**

NBS-National Benefit Services CP433230 Claims paid for employee benefits DCAP FSA and HRA 465.46

**54-4410-3100 GENERAL OFFICE**AT&T Mobility LLC 287310798935 Wireless communications services for multiple mobile devices and hotspots 40.57

- Monthly Subscription - The New York Times 28.00
- Department ofsite team building 114.20
- Monthly Subscription to Idaho Statesman 51.99
- Lunch for Housing team HR meeting 216.23

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Ramp	123125	Offsite, Team meeting with BestDayHR	56.57		0
Ramp	123125	Housing department offsite lunch	150.80		0
Ramp	123125	Monthly Subscription - The New York Times	28.00		0
Ramp	123125	Hiring/Recruiting Assessments	72.00		0
Ramp	123125	Monthly Subscription - WSJ	8.48		0
<b>54-4410-4200 PROFESSIONAL SERVICES</b>					
Big Wood Landscape, Inc.	32916	Snow removal and ice melt services for Lift Tower Lodge	1,154.00		0
AGNEW BECK CONSULTING INC	20512	Housing Affordability Support 2025-2026	3,150.00	26003	0
AGNEW BECK CONSULTING INC	20555	Housing Affordability Support 2025-2026	1,012.50	26003	0
Best Day HR	46017	Consulting services and software for Housing Department	2,383.00		0
Rian Rooney	25	Offsite Consulting services and software for Housing Department	6,300.00	26029	0
<b>54-4410-4225 DEED RESTRICTIONS</b>					
Ramp	123125	OPP Closing gift	56.88		0
<b>54-4410-4250 LIFT TOWER LODGE PROFF SVCS</b>					
Office Bright Inc	2250	Professional cleaning services for December including regular visits and extra rooms	385.00		0
SAWTOOTH PLUMBING & HEATI	49967	Toilet repair including wax ring replacement and labor	178.58		0
Sentinel Fire & Security, Inc	118606	Replacement of combination smoke/heat and carbon monoxide detector	135.00		0
Sprague Pest Solutions	6036092	Monthly pest control service for rodent interior and exterior	96.25		0
Sprague Pest Solutions	6066724	Monthly interior and exterior rodent pest control services	96.25		0
<b>54-4410-4260 EVERGREEN PROFF SVCS</b>					
Boulder Mountain Property Manage	B4121	Monthly management fees and property checks for Hyperborean and Evergreen	300.00		0
GT's Tunes	3132	Investigation of property system defects and maintenance	112.50		0
<b>54-4410-4270 291 N 2ND PROF SVCS</b>					
Boulder Mountain Property Manage	B4121	Monthly management fees and property checks for Hyperborean and Evergreen	320.00		0
<b>54-4410-5200 LIFT TOWER LODGE UTILITIES</b>					
Clear Creek Disposal	000186510	Monthly front load commercial service and rent for Lift Tower Lodge	552.44		0
Ramp	123125	08335990225 Gas Service	72.77		0
Ramp	123125	Internet Service at Lift Tower	153.00		0
<b>54-4410-5210 291 N 2ND AVE UTILITIES</b>					
Clear Creek Disposal	0001877071	Quarterly residential waste disposal	360.58		0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Clear Creek Disposal	000186515	Waste disposal and recycling services for Evergreen Apartments	261.22		0
Idaho Power	2228124856 12	2228124856 141 Bird Dr 1	46.19		0
Idaho Power	2228124856 12	2228124856 141 Bird Dr 1	70.61		0
Idaho Power	2228124898 12	2228124898 141 Bird Dr Util	196.01		0

**54-4410-5215 EVERGREEN UTILITIES**

Clear Creek Disposal	000186515	Waste disposal and recycling services for Evergreen Apartments	261.22		0
Idaho Power	2228124856 12	2228124856 141 Bird Dr 1	46.19		0
Idaho Power	2228124856 12	2228124856 141 Bird Dr 1	70.61		0
Idaho Power	2228124898 12	2228124898 141 Bird Dr Util	196.01		0

**54-4410-5900 LIFT TOWER LDG REPAIR & MAINT**

A.C. Houston Lumber Co	2601-970183	Masking tape	18.78		0
Chateau Drug Center	3118126	Wallplate, outlet, and mold mildew control	21.06		0
Ramp	123125	Flooring for LTL unit #12	294.43		0

**54-4410-5910 291 REPAIR & MAINTENANCE**

Ramp	123125	Locks for Hyperborian	495.00		0
Ramp	123125	Facility maintenance supplies for Hyperborian	198.00		0

**54-4410-5915 EVERGREEN REPAIR & MAINTENANCE**

Blaine County Housing Authority	47	Reimbursement for fire alarms purchased for Evergreen Apartments	131.96		0
Ramp	123125	Refrigerator for Evergreen Unit #1	790.66		0

**54-4410-8000 REIMBURSEMENT BCHA OP & PROG**

Blaine County Housing Authority	01062026	BCHA Support as Budgeted FY 2026	195,900.00		0
Total COMMUNITY HOUSING EXPENSE:			216,474.97		
Total COMMUNITY HOUSING:			216,974.97		

**WATER FUND****WATER EXPENDITURES****63-4340-2505 HEALTH REIMBURSEMENT ACCT(HRA)**

NBS-National Benefit Services	CP333230	Claims paid for employee benefits DCAP FSA and HRA	361.15		0
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**63-4340-3230 OPERATING SUPPLIES**

A.C. Houston Lumber Co	2601-966260	Batteries	69.95		0
Chateau Drug Center	3117496	Power bank and various reciprocating saw blades	105.41		0
Integrated Technologies	274825	Monthly contract copies and prints charges for Xerox and HP equipment	61.29		0
Integrated Technologies	275644	Contract base rate and copies charges for multiple devices	61.14		0
Pipeco, Inc.	\$6164166.001	Blue marking paint for irrigation supply	118.91		0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
<b>63-4340-3250 LABORATORY/ANALYSIS</b>					
Magic Valley Labs, Inc.	36605	Water quality testing for drinking water bacteria and chemicals	156.00		0
Magic Valley Labs, Inc.	37242	Drinking water bacteria testing and cooler return services	132.00		0
<b>63-4340-3400 MINOR EQUIPMENT</b>					
Ramp	123125	Wastewater/Water Admin office Vacuum	74.99		0
<b>63-4340-3800 CHEMICALS</b>					
Oxarc Inc	0032489607	Sodium hypochlorite solution and delivery charge	385.19		0
<b>63-4340-4200 PROFESSIONAL SERVICES</b>					
Dig Line	0078645-JN	Monthly underground utility locating fees and assessments	38.15		0
Go-Fer-It	141414	Courier delivery service from Ketchum to Twin Falls	63.00		0
Spronk Water Engineers Inc	WRV03-28	Engineering services for Big Wood River GW Management Area TWG	457.50		0
AWSI/DISA	682422	Random drug testing	90.00		0
Ramp	123125	Computer battery Backup	94.99		0
Ramp	123125	Admin IT Network Backup	298.91		0
RLB ARCHITECTURE	102525	Architectural and Engineering Services	11,766.71	26013	0
<b>63-4340-4300 STATE &amp; WA DISTRICT FEES</b>					
WRRRC&D	120825	2026 CIEF MEMBERSHIP, CLOUD SEEING OPS AND MANAGEMENT	49,948.75	26089	0
<b>63-4340-4800 DUES, SUBSCRIPTIONS, &amp; MEMBERS</b>					
WRRRC&D	121725	2026 Wood River RC&D Annual Membership Assessment	252.00		0
<b>63-4340-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>					
Ramp	123125	CEU Training	225.00		0
Ramp	123125	Personnel training expense	150.00		0
<b>63-4340-5100 TELEPHONE &amp; COMMUNICATIONS</b>					
Century Link	333465565 010	333465565 Water Dept	146.05		0
Sentinel Fire & Security, Inc	118779	Monitoring services for Admin. Water Ops , Wastewater Headworks building	76.48		0
Syringa Networks LLC	SMI-002810	Recurring monthly IPVPN and business internet network services	247.50		0
Verizon Wireless	6130925204	Wireless telecommunications services and monthly data plans	111.63		0
AT&T Mobility LLC	287318858311	Monthly wireless services and mobile data for multiple connected devices	831.37		0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
<b>63-4340-5200 UTILITIES</b>					
Ramp	123125	32649330001 Gas Service	28.48	0	
<b>63-4340-6000 REPAIR &amp; MAINT-AUTO EQUIP</b>					
Warm Springs Auto Parts LLC	214557	Oil filter for water department vehicle	5.00	0	
Warm Springs Auto Parts LLC	214614	Transmission fluid and filters for Dodge and Chevrolet trucks	138.49	0	
Warm Springs Auto Parts LLC	214632	Automotive transmission filter kits and thread lock blue	299.85	0	
Warm Springs Auto Parts LLC	214633	Funnel	2.99	0	
<b>63-4340-6100 REPAIR &amp; MAINT-MACH &amp; EQUIP</b>					
A.C. Houston Lumber Co	2512-964472	Gorilla Glue Epoxy	7.99	0	
Lunceford Excavation, Inc.	18751	Excavation and repair services for Wood River Drive water leak	7,835.04	26094	
Lunceford Excavation, Inc.	18819	Asphalt patching and prep services on Wood River Drive	1,800.00	0	
Silver Creek Supply	0024658557-00	Stop valves and straight couplers	1,139.94	0	
Total WATER EXPENDITURES:					
			77,581.85		
Total WATER FUND:					
			77,581.85		
<b>WATER CAPITAL IMPROVEMENT FUND</b>					
<b>WATER CIP EXPENDITURES</b>					
<b>64-4340-7650 WATER METERS</b>					
Ferguson Enterprises, LLC	0939089	Water meter radio replacement parts	60,900.00	0	
<b>64-4340-7813 NORTHWOOD WELL ROOF ADDITION</b>					
Peak Venture Group LLC	13184	Northwood Well Roof Addition	11,505.13	26061	
Total WATER CIP EXPENDITURES:					
			72,405.13		
Total WATER CAPITAL IMPROVEMENT FUND:					
			72,405.13		
<b>WASTEWATER FUND</b>					
<b>WASTEWATER EXPENDITURES</b>					
<b>65-4350-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>					
NBS-National Benefit Services	CP433230	Claims paid for employee benefits DCAP FSA and HRA	1,139.49	0	

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
<b>65-4350-3200 OPERATING SUPPLIES</b>					
Atkinsons' Market	06916616	Assorted tissues and facial cubes	13.62		0
D & B Supply	8730	Return Credit	20.00-		0
Gem State Paper & Supply	1154819	Paper towels	88.19		0
Integrated Technologies	274825	Monthly contract copies and prints charges for Xerox and HP equipment	23.12		0
Integrated Technologies	275644	Contract base rate and copies charges for multiple devices	33.90		0
Standard Plumbing Supply Co.	ZVWH167	Brass nipples	4.56		0
UPS Store #2444	MMN27HR5995	Shipment for UPS Ground delivery	17.67		0
Vert, Jeff	010826	Reimbursement for Work Boots	137.80		0
Ramp	123125	Office shelving	132.99		0
Ramp	123125	Wastewater Supplies	33.48		0
Ramp	123125	Tea	46.75		0
<b>65-4350-3400 MINOR EQUIPMENT</b>					
Ramp	123125	Wastewater/Water Admin office Vacuum	75.00		0
<b>65-4350-3500 MOTOR FUELS &amp; LUBRICANTS</b>					
Christensen Inc.	0811334-1N	Chevron ISO lubricants	129.65		0
Vert, Jeff	010826.1	Diesel Fuel Reimbursement - Tanker Pick Up Trip	175.00		0
Ramp	123125	Tanker Fuel # 1	175.63		0
<b>65-4350-3600 COMPUTER SOFTWARE</b>					
GE Vernova Electrification Software	1.70011E+13	Software licenses for Cimplicity v2024 Server and Historian v2022.0 Essential	4,351.47		0
<b>65-4350-3800 CHEMICALS</b>					
Thatcher Company, Inc	2025100119061	ALUMINUM SULFATE	1,784.29	25152	0
Thatcher Company, Inc	2025100119061	ALUMINUM SULFATE	3,165.70	26085	0
Thatcher Company, Inc	2025100119501	ALUMINUM SULFATE	8,458.04	25152	0
USA Bluebook	INV00906367	ORP solution and reagent for water testing	251.00		0
<b>65-4350-4200 PROFESSIONAL SERVICES</b>					
Analytical Laboratories, Inc.	26001124	Wastewater monitoring and biosolids testing services	600.80		0
Magic Valley Labs, Inc.	36605	Water quality testing for drinking water bacteria and chemicals	1,311.00		0
Roberts Electric	15005	Electrical labor for waste water plant	2,008.00		0
Ramp	123125	IT Computer Backup System	911.55		0
Ramp	123125	Admin IT Network Backup	298.91		0
Ramp	123125	Computer battery Backup	95.00		0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
<b>65-4350-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>					
Ramp	123125	Lunch picking up tanker truck	45.10		0
Ramp	123125	Staff Continuing Education	135.30		0
Ramp	123125	Wastewater personnel training	124.30		0
Ramp	123125	CEU Renewal	180.00		0
<b>65-4350-5100 TELEPHONE &amp; COMMUNICATIONS</b>					
Sentinel Fire & Security, Inc	118779	Monitoring services for Admin. Water Ops , Wastewater Headworks building	25.49		0
Syringa Networks LLC	SMI-002810	Recurring monthly IPVPN and business internet network services	247.50		0
Ramp	123125	Telecommunications service	361.37		0
<b>65-4350-5200 UTILITIES</b>					
Ramp	123125	32619330001 Gas Service	511.72		0
Ramp	123125	58208688554 Gas Service	17.34		0
<b>65-4350-6000 REPAIR &amp; MAINT-AUTO EQUIP</b>					
Les Schwab	11700979850	Dismount and mount of eight new truck tires	335.92		0
Les Schwab	11700982066	Tire flat repair and radial repair for Mack tanker truck	55.40		0
Les Schwab	11700983798	Flat tire repairs and valve stems for truck and trailer	165.96		0
<b>65-4350-6100 REPAIR &amp; MAINT-MACH &amp; EQUIP</b>					
Chateau Drug Center	3098140	U-bolts and WD40 smart straw lubricant	19.14		0
Napa Auto Parts	248115	EP grease cartridges	32.40		0
Platt Electric Supply	6X57234	Electrical conduit and fittings	91.65		0
Standard Plumbing Supply Co.	wGK79Z	Brass unions, nipples, and thread sealant	28.00		0
Standard Plumbing Supply Co.	ZVRD21	Brass 90 elbow	6.37		0
Standard Plumbing Supply Co.	ZVT106	Brass 90 elbow	4.74		0
Ramp	123125	UV Desicant replacement	810.99		0
Ramp	123125	Filter Backwash Pumps	61.00		0
Ramp	123125	Repair and maintenance supplies	27.26		0
<b>65-4350-6900 COLLECTION SYSTEM SERVICES/CHA</b>					
Dig Line	0078645-IN	Monthly underground utility locating fees and assessments	38.15		0
Mountainland Supply Company	\$107538566.00	PVC sewer pipe and flexible couplings for collections maintenance	181.24		0
Ramp	123125	Criggs Certifications	60.00		0
Ramp	123125	Telecommunications service	154.87		0
Ramp	123125	Sewer Cleaning Head	3,914.58		0

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
Total WASTEWATER EXPENDITURES:					
Total WASTEWATER FUND:					
<b>WASTEWATER CAPITAL IMPROVE FND</b>					
<b>WASTEWATER CIP EXPENDITURES</b>					
<b>67-4350-7815 AERATION BASINS BLOWERS &amp; ELEC</b>	1200789140	TASK ORDER #3: SERVICES DURING CONSTRUCTION FOR AERATION UPGRADES PROJECT	8.954.74	24055	0
HDR Engineering, Inc.	1200789142	TO 6: Services during Construction Dewatering Improvements Project Construction	25,746.87	25116	0
ENGINEERED STRUCTURES, INC	PAYAPP6		171,077.18	25119	0
Total WASTEWATER CIP EXPENDITURES:					
Total WASTEWATER CAPITAL IMPROVE FND:					
<b>PARKS/REC DEV TRUST FUND</b>					
<b>PARKS/REC TRUST EXPENDITURES</b>					
<b>93-4900-6500 ICE RINK-PRIVATE</b>	123125	Rink supplies	153.41		
Ramp	123125	Skate sharpener replacement supplies	210.95		
Total PARKS/REC TRUST EXPENDITURES:					
Total PARKS/REC DEV TRUST FUND:					
Grand Totals:					
<b>93-4900-7950 WARM SPRINGS PRESR-RESTORATION</b>					
Enourato, Lisa	124	Warm Springs Preserve Restoration - Project Support	382.50	26044	0
Nested Strategies	1293	Warm Springs Preserve Restoration Support	3,062.50	26045	0
Cooper Morton	010426	Videography and post production for Warm Springs Preserve update	1,000.00		0
AQUA TERRA RESTORATION LL	PAYAPP6	Warm Springs Preserve Restoration	165,699.06	25110	100
AQUA TERRA RESTORATION LL	PAYAPP6	Warm Springs Preserve Restoration	63,135.44	25110	101
Total PARKS/REC TRUST EXPENDITURES:					
Total PARKS/REC DEV TRUST FUND:					
Grand Totals:					

Vendor Name	Invoice Number	Description	Net Invoice Amount	Purchase Order Number	GL Activity Number
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Report Criteria:

Invoices with totals above \$0 included.  
Paid and unpaid invoices included.

[Report].GL\_Account Number = "0110000000" ; "9700000000" ; "9910000000" ; "9911810000"

Invoice Detail.Voided = No. Yes



## City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: January 29, 2025 Staff Member/Dept: Brent Davis – Director of Finance/Treasurer

Agenda Item: Recommendation to receive and file Treasurer's Monthly & Quarterly Financial Reports

#### Recommended Motion:

Motion to approve the monthly and quarterly reports provided by the City Treasurer.

#### Reasons for Recommendation:

Idaho State Statute 50-208 establishes requirements for monthly financial reports from the City Treasurer to the Council. The Statute provides that the Treasurer "render an accounting to the city council showing the financial condition of the treasury at the date of such accounting."

Idaho State Statute 50-1011 establishes an additional requirement for a quarterly financial report "indicating salaries, capital outlay and a percentage comparison to the original appropriation." Such quarterly reports require publication on the City website within 30 days of the end of the quarter pursuant to 50-208.

Finally, 50- 708 creates the requirement that "at least once in each quarter of each year, the council shall examine by review of a quarterly treasurer's report included upon the city council agenda the accounts and doings subject to management by the chief financial officer of the city."

#### Sustainability Impact:

No Sustainability impact

#### Financial Impact:

No Financial Impact

#### Attachments:

1. Monthly Financial Report
2. Quarterly Financial Report
3. FY 2026 Financial Statement YTD December

# MONTHLY FINANCIAL REPORT

December 2025



## Report Contents

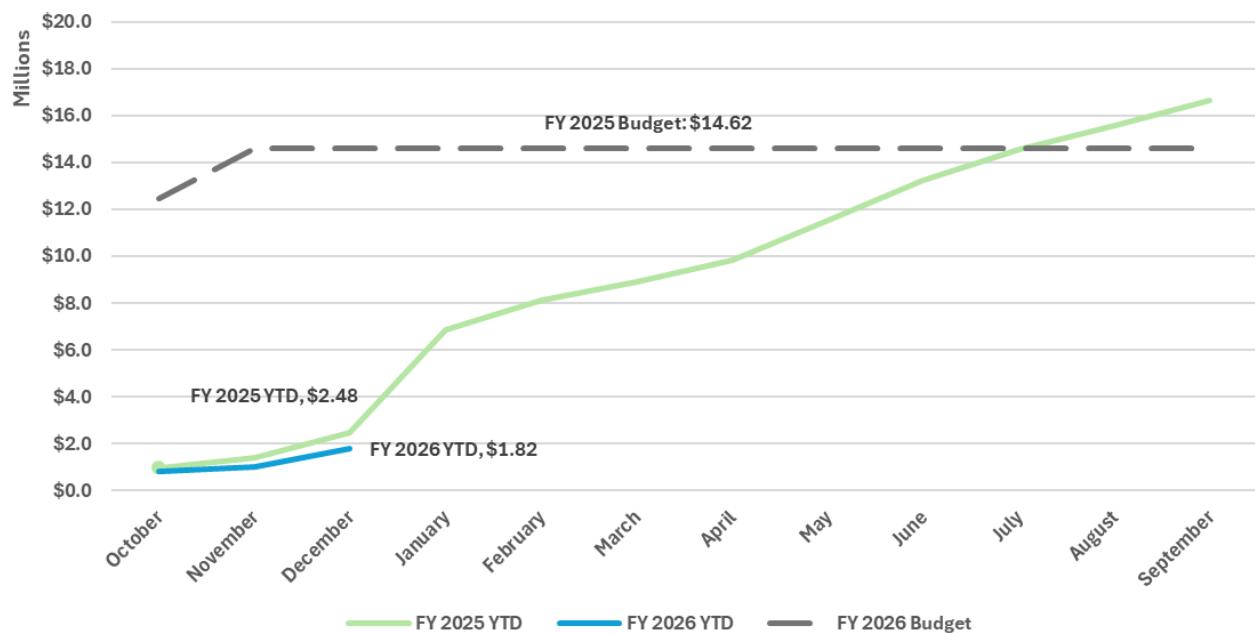
General Fund Summary Financials .....	Pages 1-4
Capital Improvement Fund Financials.....	Page 5
Original LOT Summary Financials .....	Pages 6-9
Additional LOT Summary Financials .....	Page 10
In-Lieu Housing Fund Summary Financials .....	Page 11
Community Housing Fund Summary Financials .....	Pages 12-13
Enterprise Funds Summary Financials .....	Pages 14-17

**Note:** All other fund summaries and balance sheet information are shown in the comprehensive financial statement, which is posted on the city website. Please see the URL below.

[ketchumidaho.org/administration/page/revenue-expenditure-report](http://ketchumidaho.org/administration/page/revenue-expenditure-report)

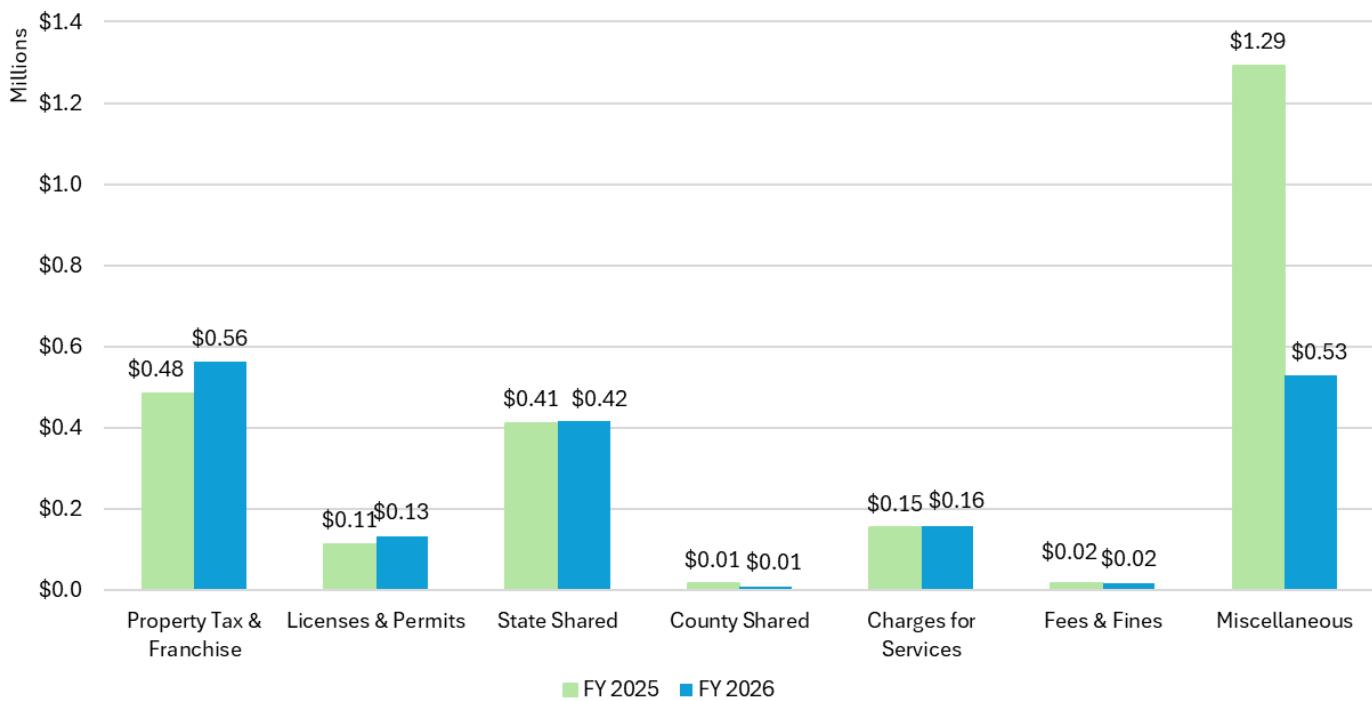
## General Fund

General Fund Revenue



General Fund revenues are down \$663k, or 36.5%, fiscal year to date compared to FY 2025. The primary reason is the planned reduction of LOT revenue transferred to the general fund, lower interest rates, and the timing of collections. See the breakdown on the next page for more information.

### General Fund Revenues by Category YTD



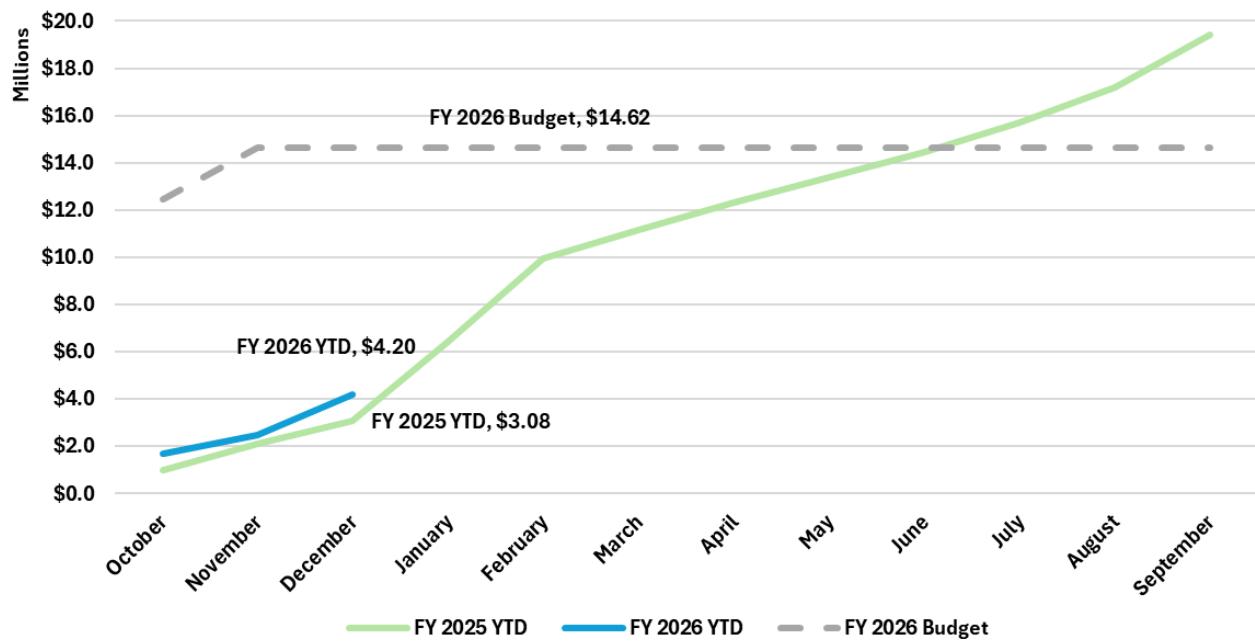
As described previously, the material difference in the chart above is a decrease in Miscellaneous revenues:

- **Falling interest rates.** Interest collected year-to-date in FY 2026 is half of what was collected as compared to the same period in FY 2025. This was anticipated and interest revenue is expected to exceed the FY 2026 annual budget by the end of the year.
- **Reduced Lot Revenue.** The FY 2026 budget is \$800k less than the FY 2025 budget. Additionally, the December 2025 LOT transfer had not happened by month close.
- **Fire IDL Reimbursement.** There are no longer budgeted funds for fire considering the new fire district. There is pending fire assignment revenue that has not yet been received from FY 2025.



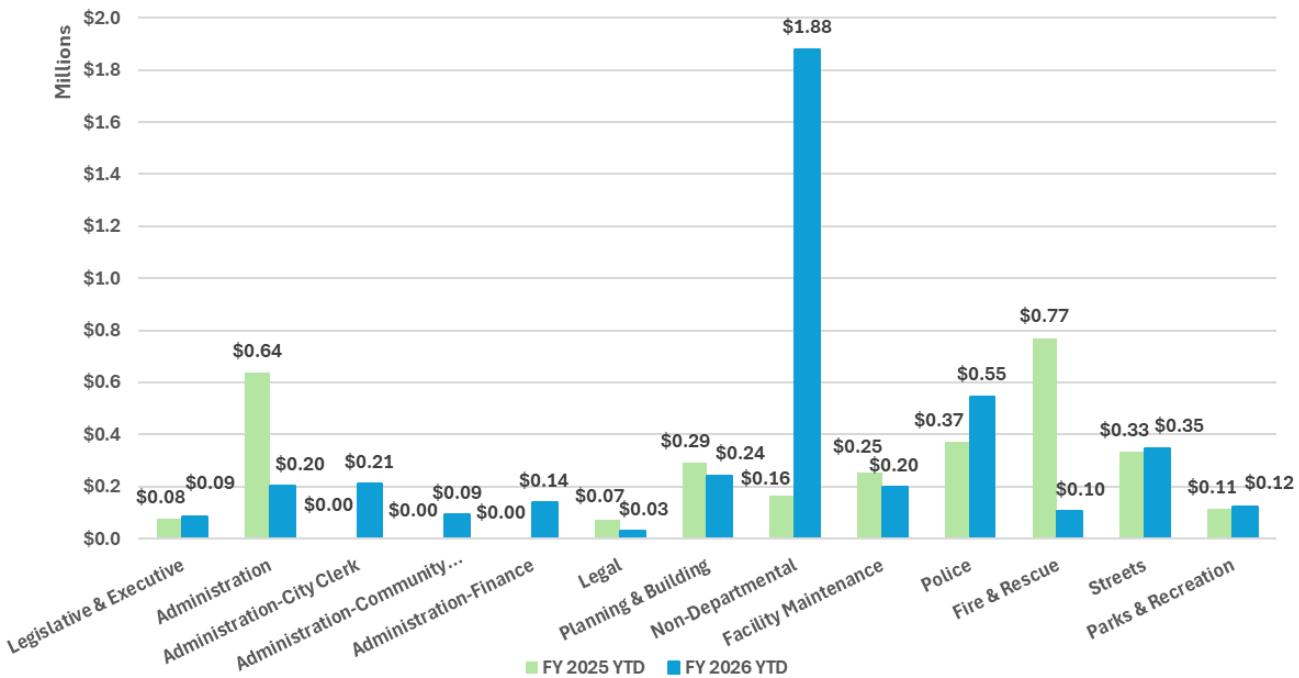
# General Fund Expenditures

General Fund Expenditures



General Fund Expenditures are up \$1.119M, or 36.6%, fiscal year to date compared to FY 2025. See the departmental breakdown on the next page.

## General Fund Expenditures by Department



The departments listed below have material year-over-year differences:

- **Administration.** This department in FY 2025 included Clerk, Community Engagement and Finance. In FY 2026 these departments are now stand-alone departments.
- **Non-Departmental.** Expenses are up due to the transition agreement with the newly created Ketchum Fire District. Additionally, year-end allocations to the CIP and Housing funds happened in December 2025 (FY 2026), compared to the previous year-end transfers which happened in January 2025 (FY 2025).
- **Fire & Rescue.** There are a few fire payroll expenses that were booked in FY 2026 based on payroll timing and when the checks were paid to the employees (payroll is cash basis). The expenses will be reclassified by year end as a transitional expense.
- **Police.** The year-over-year increase is due to the timing of contract payments.



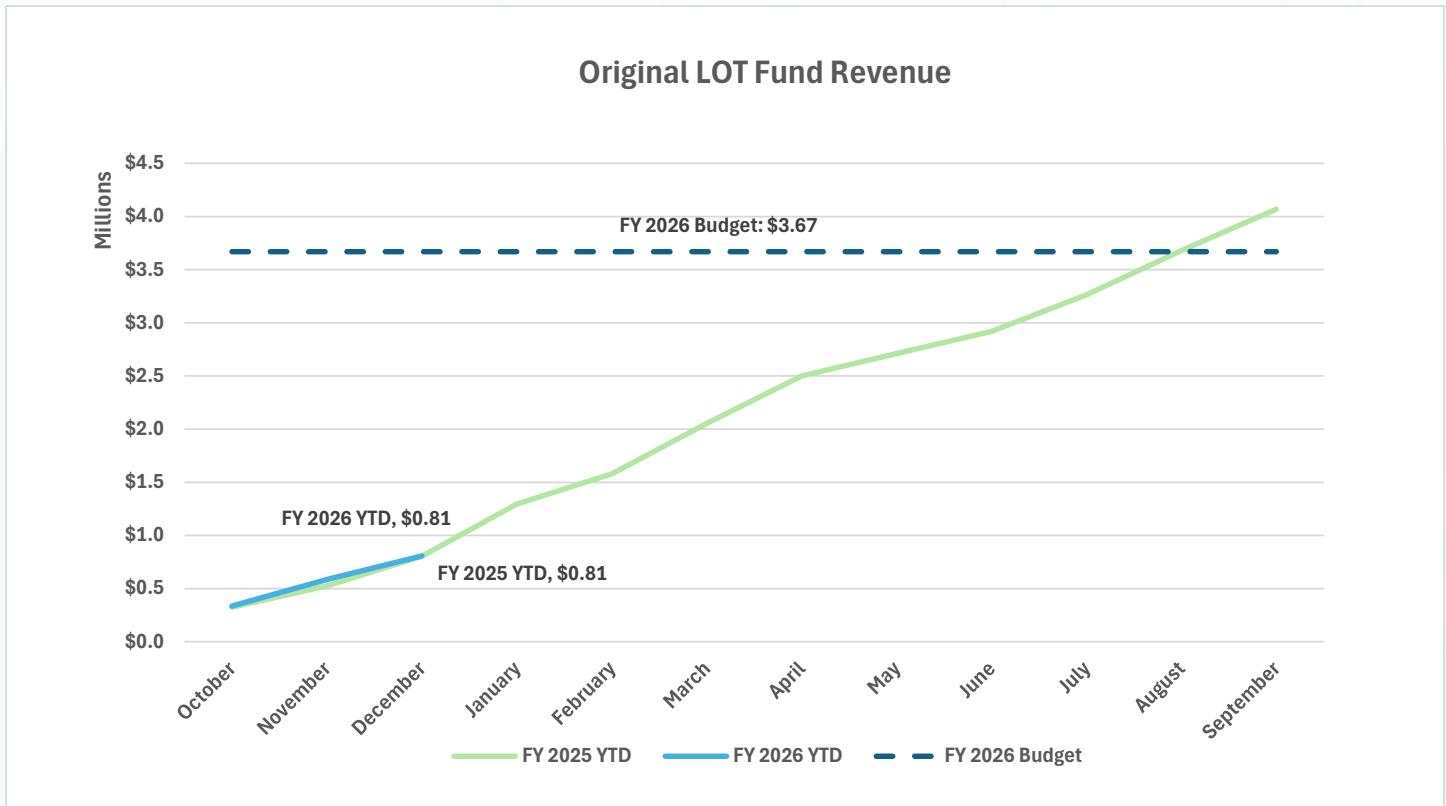
# Capital Improvement Fund

AS OF 12/31/2026

1	<b>FY 2026 Beginning Fund Balance</b>	<b>941,431</b>
<b>FY 2026 BUDGET</b>		
<b>REVENUES</b>		
2	Approved Budget	6,223,105
3	YTD Revenue*	2,283,181
<b>EXPENDITURES</b>		
4	Approved Budget	5,914,430
5	YTD Expenditures	436,543
6	<b>Net Position</b>	<b>1,846,638</b>
7	<b>Current Fund Balance</b>	<b>2,788,070</b>
<b>PROJECTION</b>		
8	<b>Projected FY 2026 EOY Fund Balance</b>	<b>1,250,106</b>



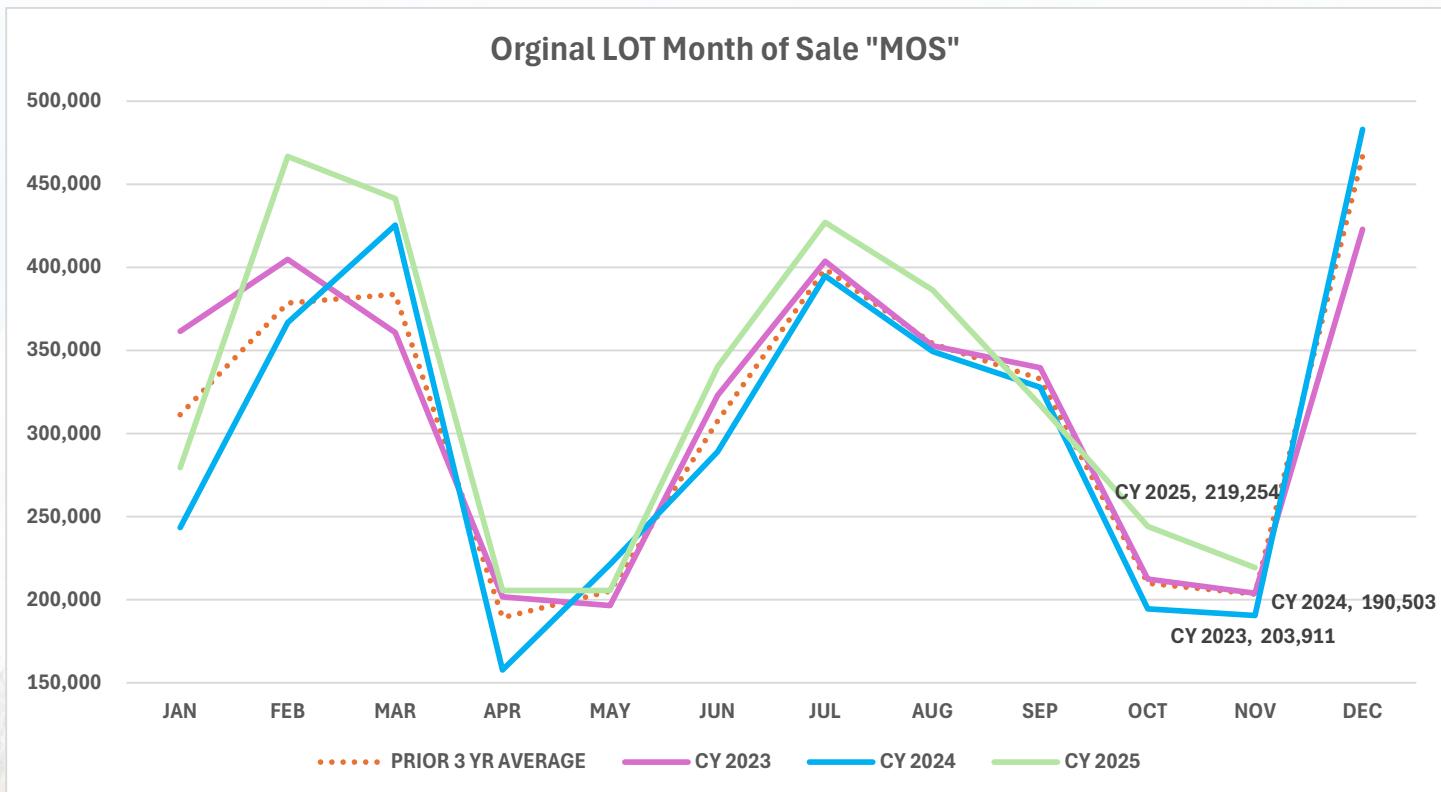
# Original LOT Fund



Original LOT revenue is up \$0.9k, or .1%, year-over-year. The "Month of Sale" year-over-year comparison is shown on the next page.

Note: Revenue above includes interest income and admin fees from the Additional LOT fund.

## Original LOT "Month of Sale" Data

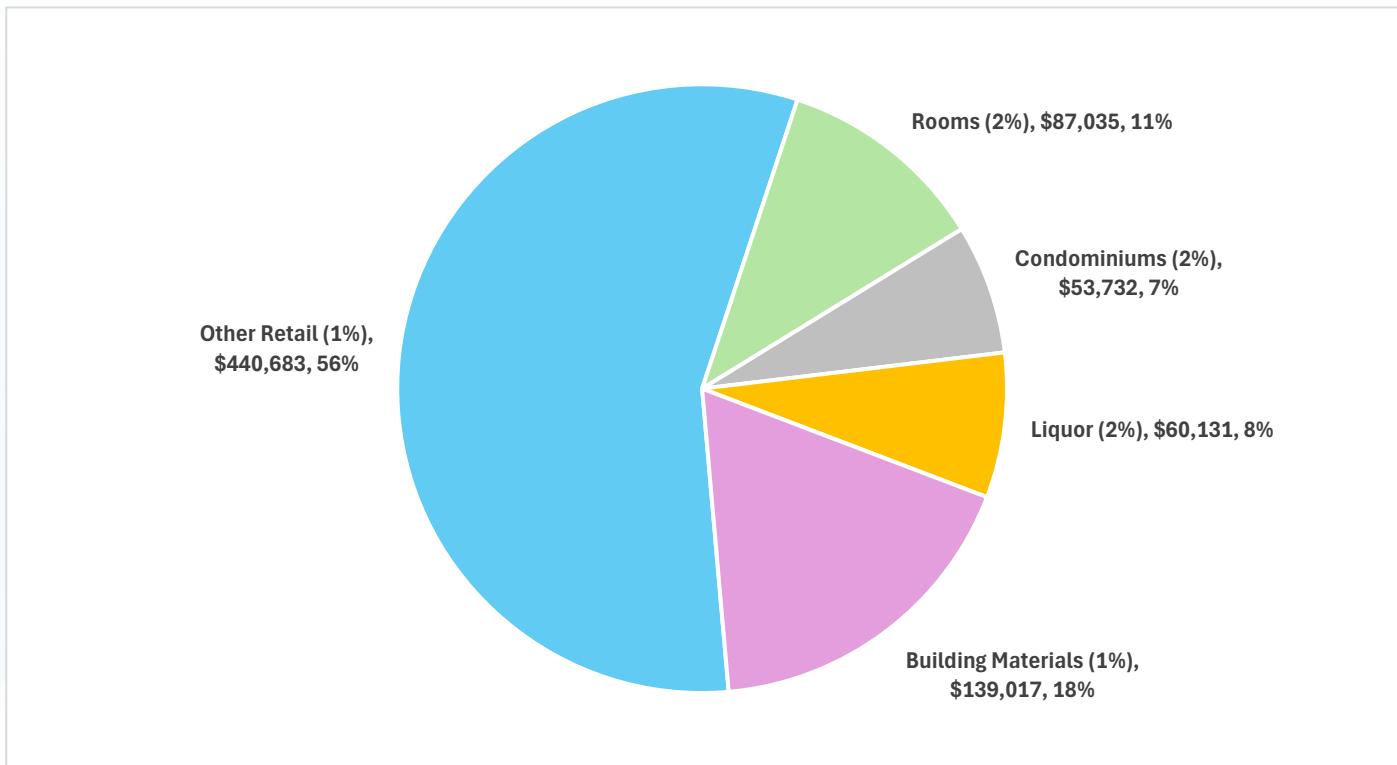


November 2025 month-of-sale (MOS) receipts were up \$28.8k, or 15.1%, compared to November 2024 MOS and 7.8% above the previous three-year average (2022-2024).

Note: Revenue above does not include interest income and admin fees from the Additional LOT fund. Also, there is a fiscal year cross over correction of approximately \$12.6k.

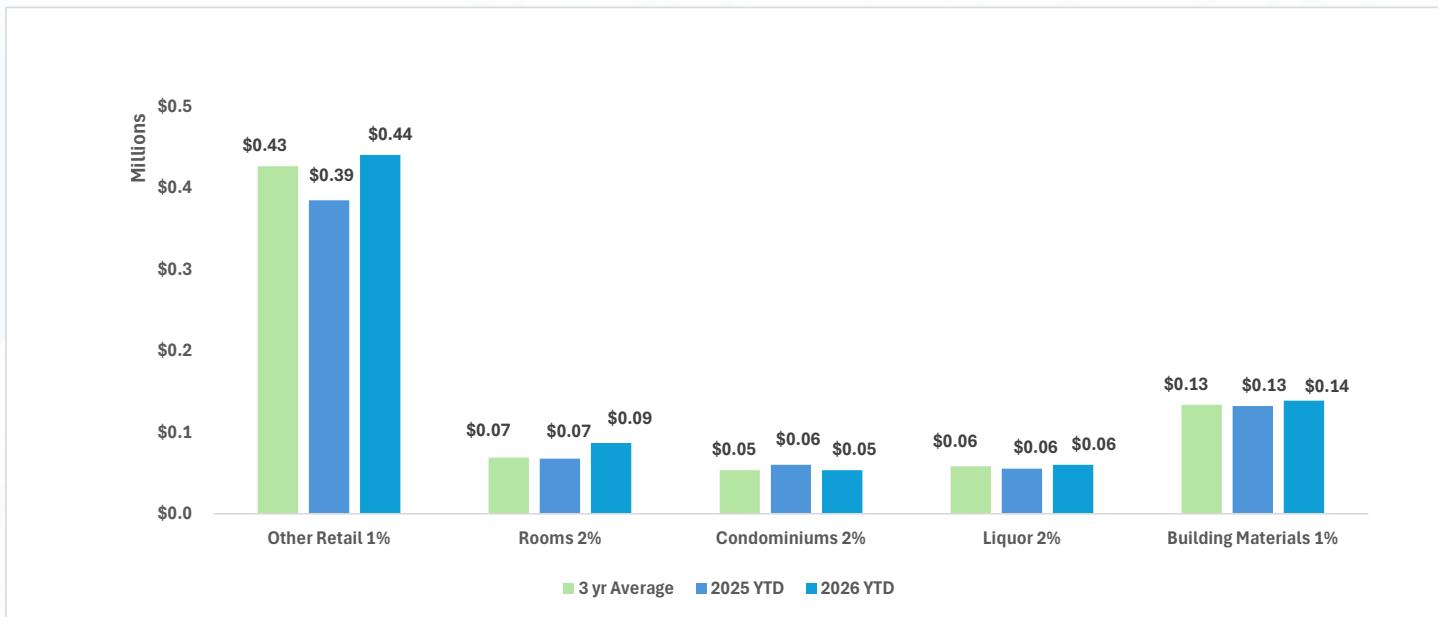


## Original LOT Sector Percentage of Total



The chart above shows the percentage share of each of the sectors for FY 2026 YTD.

## Original LOT Sector Performance



The chart above shows the current 2026 fiscal year-to-date amount for each business sector compared to the prior three-year average and the prior year-to-date. November LOT received (November MOS) is the third month of the fiscal year, thus any fiscal year trends are based on a light data set. Based on fiscal year-to-date totals, here is how each sector compares to the previous 3-year average:

Retail: Up 3.2%  
Rooms: Up 25.8%  
Condominiums: Down -0.1%  
Liquor: Up 3.0%  
Building Materials: Up 3.7%  
In Total: Up 5.2%

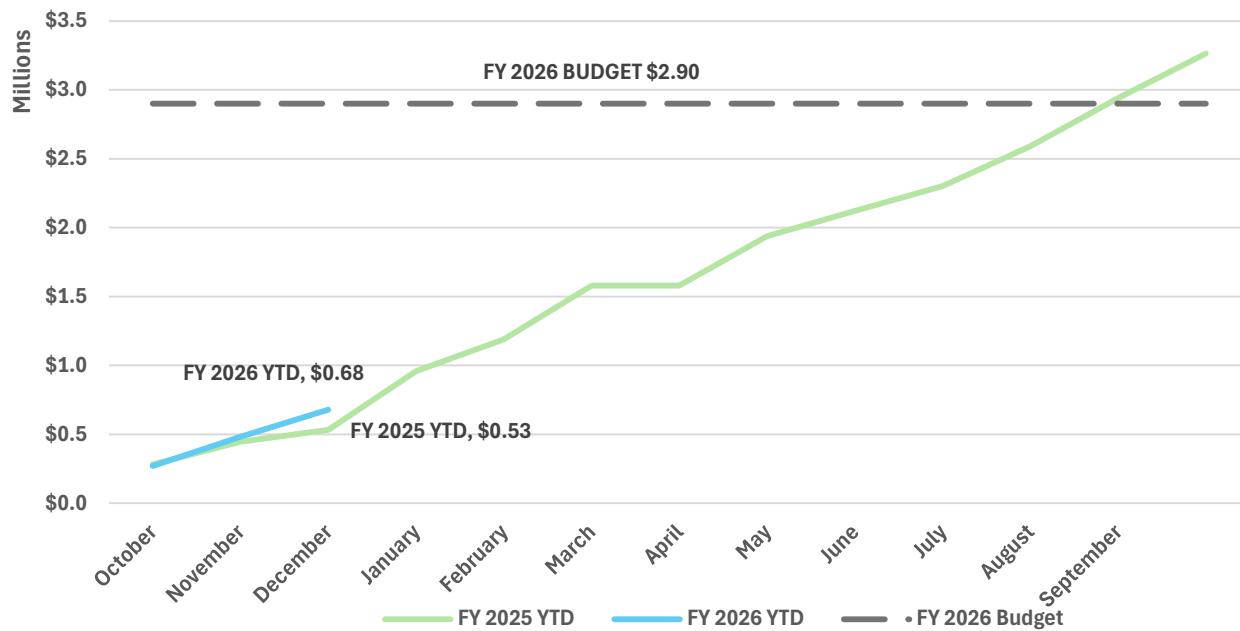
Based on fiscal year-to-date totals, here is how each sector compares to the same period last year:

Retail: Up 14.4%  
Rooms: Up 28.5%  
Condominiums: Down 11.0%  
Liquor: Up 8.0%  
Building Materials: Up 5.0%  
In Total: Up 11.3%



## Additional LOT Fund

### Additional 1% LOT Fund Revenue



Additional LOT fund revenue received in December 2025 (November MOS) was up \$29.4k, or 17.6%, compared to December 2024.

# In-Lieu Housing Fund

AS OF 12/31/2025

**FY 2026 Beginning Fund Balance (unaudited)** **485,868**

## **FY 2026 BUDGET**

### **REVENUES**

Approved Budget	2,000,000
YTD Revenue	7,290

### **EXPENDITURES**

Approved Budget	2,000,000
YTD Expenditures	-

**Net Position** **7,290**

**Current Fund Balance** **493,159**

### **Pending Developments**

200 N. Leadville	421,650
140 W. 2nd	450,600
Limelight Hotel Conversion	466,200
108 Ritchie Drive Townhowns	2,453,000

**Total** **3,791,450**

**Potential Future Fund Balance** **4,284,609**

The In-Lieu Housing Fund remains in sound financial position.



# Community Housing Fund

AS OF 12/31/2025

**FY 2026 Beginning Fund Balance** **1,046,173**

## FY 2026 BUDGET

<b>REVENUES</b>	<b>YTD</b>
Approved Budget	2,276,017
YTD Revenue	766,057

## EXPENDITURES

Approved Budget	2,336,017
YTD Expenditures	682,631

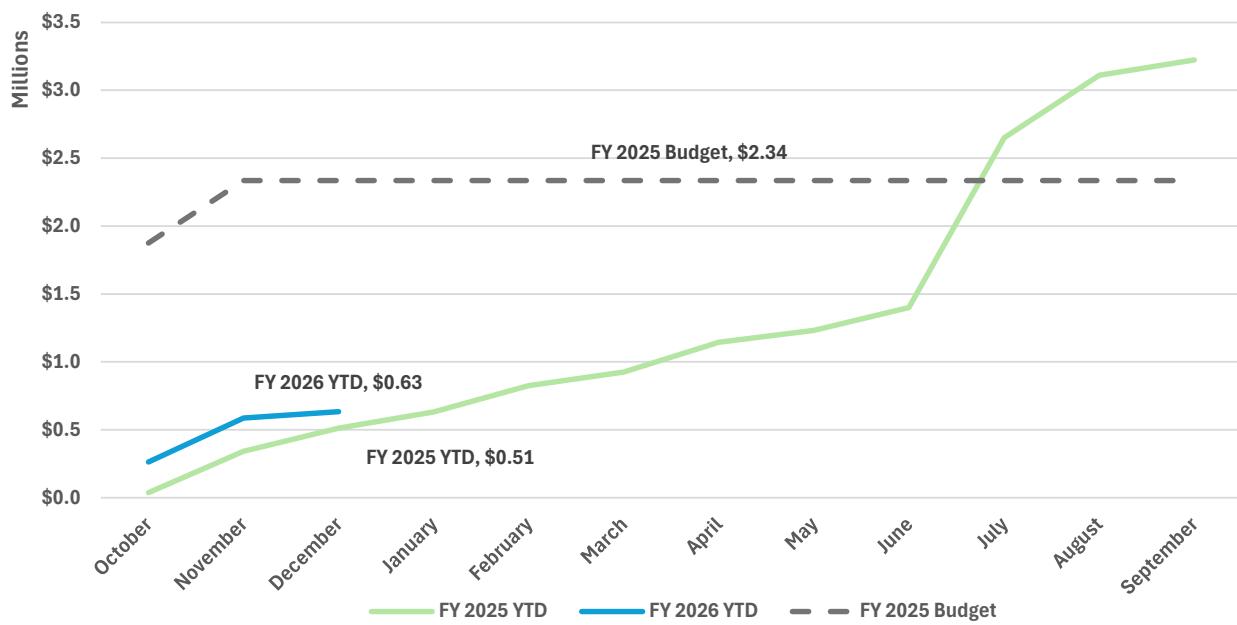
**Net Position** **83,426**

**Current Fund Balance** **1,129,600**

**Projected FY 2026 EOY Fund Balance** **986,173**

Fund balance dedicated to executing housing initiatives.

## Community Housing Fund Expenses



FY 2026 year-to-date expenses are up 23.6% due to the timing of deed restriction payments through the Community Housing Fund. Additionally, personnel costs have increased due to the timing of an additional position that was added to the department after the start of FY 2025.

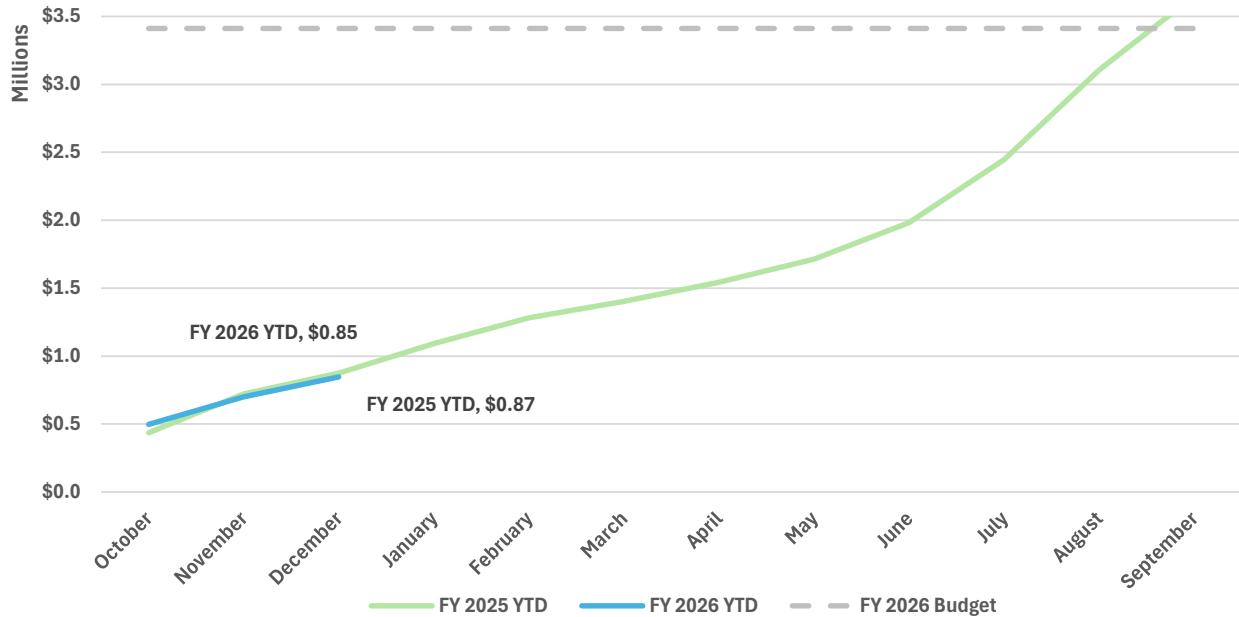


# Enterprise Funds

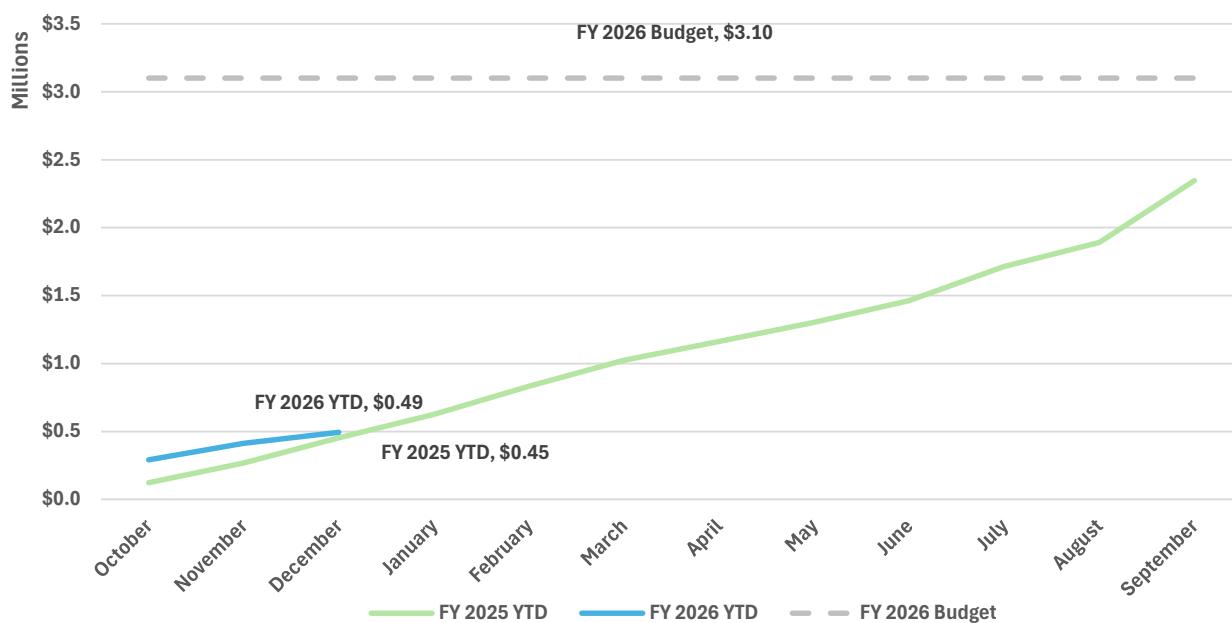
## Water Fund (graphs show operational fund)

Water Fund Revenue

FY 2026 Budget, \$3.41



## Water Fund Expenditures



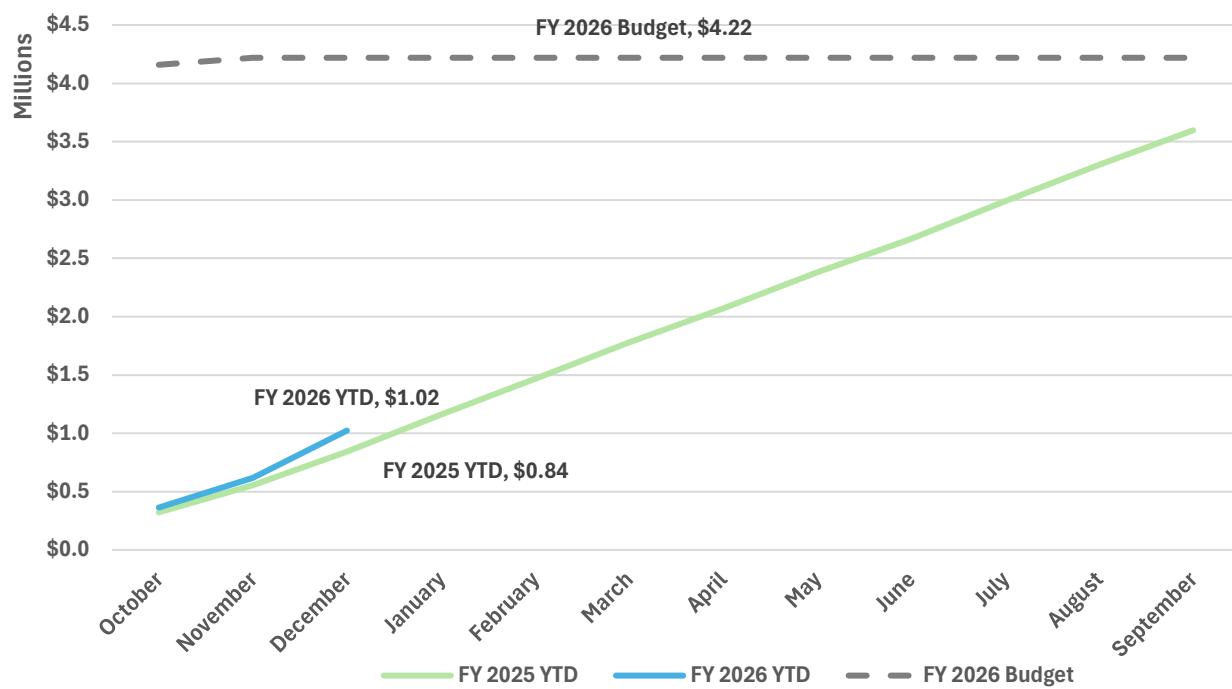
Water Fund Operational revenue and expenditures are tracking within expectations. Expenditures are up year-over-year due to an increased transfer from the Operational Fund to the Capital Fund (budgeted).

The Water Operational Fund remains in solid financial position, with approximately \$5.7 million in cash & investments, while the Water Capital Fund has approximately \$300k in cash & investments. Both of these amounts are needed for financial stability to account for emergency reserves and the execution of the long-term capital plan.

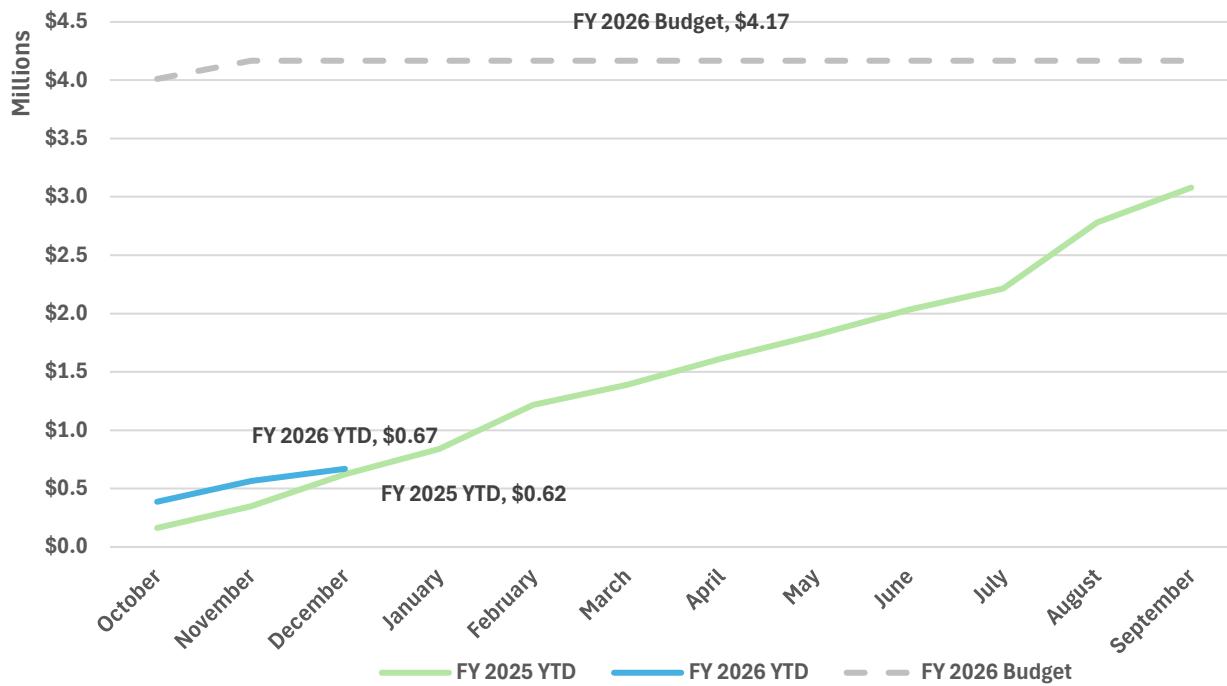


# Wastewater Funds (graphs show operational fund)

## Wastewater Fund Revenue



## Wastewater Fund Expenditures



Wastewater Fund Operational revenue and expenditures are tracking within expectations. Expenditures are up year-over-year due to a transfer from the Operational Fund to the Capital Fund (budgeted).

The Wastewater Operational Fund remains in a solid financial position, with approximately \$3.6 million in cash & investments, while the Wastewater Capital Fund has approximately \$6.2 million in cash & investments. The Wastewater Funds are in a good financial position to foster long-term stability while continuing to invest heavily in infrastructure needs.



**CITY OF KETCHUM****TREASURER'S QUARTERLY FINANCIAL REPORT****1ST QUARTER FY 2026 - DECEMBER 31, 2025**

FUND	BUDGET	PERSONNEL	OPERATING & ADM EXPENSES	CAPITAL OUTLAY	TRANSFERS	% EXP.	RECEIPTS
GENERAL	13,688,825	1,437,245	1,725,802	16	1,035,000	30.7%	1,816,705
WAGON DAYS	270,900	-	-	-	-	0.0%	32,907
GENERAL CIP	5,914,430	-	-	436,543	-	7.4%	2,283,181
LOT SALES TAX	4,416,000	-	229,168	-	1,061,833	29.2%	806,612
LOT-ADDITIONAL 1%	3,060,230	-	394,585	-	335,996	23.9%	680,149
FIRE GO BOND	617,019	-	-	-	-	0.0%	58,984
IN-LIEU HOUSING	2,000,000	-	-	-	-	0.0%	7,290
CITY COUNTY HOUSING	2,336,017	163,831	518,799	-	-	29.2%	766,057
WATER	3,100,493	161,895	90,057	-	242,272	15.9%	847,554
WATER CIP	842,972	-	-	169,578	-	20.1%	192,713
WASTEWATER	4,165,844	213,791	185,503	-	269,033	16.0%	1,023,061
WASTEWATER CIP	7,433,321	-	-	708,072	-	9.5%	749,348
POLICE TRUST	7,500	-	-	-	-	0.0%	80
PARKS/REC DEV TRUST	4,781,067	-	1,631	975,025	-	20.4%	1,429,030
DEVELOPMENT TRUST	650,000	-	116,500	-	-	17.9%	21

CITIZENS ARE INVITED TO INSPECT THE DETAILED SUPPORTING RECORDS OF THE ABOVE FINANCIAL STATEMENTS:

<https://ketchumidaho.org/administration/page/city-ketchum-financial-reports>.**PUBLISHED ON CITY WEBSITE****PUBLISHED 02/11/2026****BRENT DAVIS: DIRECTOR OF FINANCE/CITY TREASURER**

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

GENERAL FUND

ASSETS

01-1000-0000	CASH - COMBINED	( 3,308,389.20)
01-1030-0000	PETTY CASH	324.00
01-1050-0000	TAXES RECEIVABLE--CURRENT	59,937.58
01-1100-0000	ACCOUNTS RECEIVABLE - A/R	( 51,297.23)
01-1320-0000	ACCTS RCVBL--IDAHO SHARED REVE	415,425.96
01-1500-0000	INVESTMENTS-US BANK MIA ACCT	1,761.37
01-1500-1000	INVESTMENTS-ST.TRS.DIV.BOND FD	414,954.14
01-1510-0000	INVESTMENTS--GENERAL FUND #911	5,347,830.42
<hr/>		<hr/>
TOTAL ASSETS		2,880,547.04
<hr/>		<hr/>

LIABILITIES AND EQUITY

LIABILITIES

01-2030-0000	ACCOUNTS PAYABLE	( 65,163.80)
01-2171-3000	P/R TAXES PBL-PAY REDUCTION	83.44
01-2171-4000	P/R TAXES PBL -- WORKERS COMP	156.46
01-2171-9000	P/R DEDUC PBL--HEALTH INSURANC	( 6,367.85)
01-2172-2000	P/R DEDUC PBL--STD & LTD	35.81
01-2175-8000	P/R DEDUC PBL--EMP CAF FSA-MD	134,345.68
01-2175-9000	P/R DEDUC PBL--EMP CAF FSA-DC	( 47,050.69)
01-2300-0000	DEPOSITS-PARKS & EVENTS	16,050.00
01-2310-0000	DEPOSITS-STREET DIG PERMIT	5,000.00
<hr/>		<hr/>
TOTAL LIABILITIES		37,089.05

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:		
01-2710-0000	GENERAL FUND BALANCE	5,224,816.06
	REVENUE OVER EXPENDITURES - YTD	( 2,381,358.07)
<hr/>		<hr/>
BALANCE - CURRENT DATE		2,843,457.99
<hr/>		<hr/>
TOTAL FUND EQUITY		2,843,457.99
<hr/>		<hr/>
TOTAL LIABILITIES AND EQUITY		2,880,547.04
<hr/>		<hr/>

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>PROPERTY TAX &amp; FRANCHISE</b>						
01-3100-1000	GENERAL PROPERTY TAXES	420,120.59	436,756.17	4,713,368.00	4,276,611.83	9.3
01-3100-1010	PROPERTY TAX CONTINGENCY	.00	.00	50,000.00	50,000.00	.0
01-3100-1050	PROPERTY TAX REPLACEMENT	10.75	10.75	13,650.00	13,639.25	.1
01-3100-6110	GAS FRANCHISE	.00	9,842.45	130,000.00	120,157.55	7.6
01-3100-6120	T.V. CABLE FRANCHISE	33,567.91	33,567.91	137,500.00	103,932.09	24.4
01-3100-6130	WATER UTILITY ROW FEE (5%)	.00	25,000.00	150,000.00	125,000.00	16.7
01-3100-6140	WASTEWATER UTILITY ROW FEE(5%)	.00	24,666.00	148,000.00	123,334.00	16.7
01-3100-6150	SOLID WASTE FRANCHISE	5,617.67	28,631.80	100,000.00	71,368.20	28.6
01-3100-9000	PENALTY & INTEREST ON TAXES	676.26	2,775.49	18,500.00	15,724.51	15.0
<b>TOTAL PROPERTY TAX &amp; FRANCHISE</b>		<b>459,993.18</b>	<b>561,250.57</b>	<b>5,461,018.00</b>	<b>4,899,767.43</b>	<b>10.3</b>
<b>LICENSES &amp; PERMITS</b>						
01-3200-1110	BEER LICENSES	219.05	430.54	12,000.00	11,569.46	3.6
01-3200-1120	LIQUOR LICENSES	16.94	576.94	8,400.00	7,823.06	6.9
01-3200-1130	WINE LICENSES	219.14	257.53	13,000.00	12,742.47	2.0
01-3200-1140	CATERING PERMITS	40.00	100.00	1,500.00	1,400.00	6.7
01-3200-1150	OFF-SITE BUS./SPECIAL EVENTS P	150.00	2,805.00	20,000.00	17,195.00	14.0
01-3200-1400	BUSINESS LICENSES	2,774.87	7,234.99	33,000.00	25,765.01	21.9
01-3200-1410	SHORT TERM RENTAL LICENSES	6,550.50	28,725.00	200,000.00	171,275.00	14.4
01-3200-1520	TAXI-LIMO PERMITS	430.00	500.00	2,500.00	2,000.00	20.0
01-3200-2100	BUILDING PERMITS	17,245.70	85,353.09	450,000.00	364,646.91	19.0
01-3200-2140	RIGHT-OF-WAY PERMITS	900.00	5,300.00	13,000.00	7,700.00	40.8
01-3200-2160	STREET EXCAVATION PERMIT FEE	.00	200.00	1,500.00	1,300.00	13.3
<b>TOTAL LICENSES &amp; PERMITS</b>		<b>28,546.20</b>	<b>131,483.09</b>	<b>754,900.00</b>	<b>623,416.91</b>	<b>17.4</b>
<b>STATE OF IDAHO SHARED REVENUE</b>						
01-3310-5100	STATE LIQUOR APPORTIONMENT	.00	68,395.00	395,000.00	326,605.00	17.3
01-3310-5200	HIGHWAY USER'S REVENUE - STREE	.00	45,362.68	250,000.00	204,637.32	18.2
01-3310-5600	STATE SHARED REVENUE	.00	301,668.28	1,150,000.00	848,331.72	26.2
<b>TOTAL STATE OF IDAHO SHARED REVENUE</b>		<b>.00</b>	<b>415,425.96</b>	<b>1,795,000.00</b>	<b>1,379,574.04</b>	<b>23.1</b>
<b>COUNTY SHARED REVENUE</b>						
01-3320-8400	COUNTY COURT FINES	2,335.50	8,461.13	80,000.00	71,538.87	10.6
<b>TOTAL COUNTY SHARED REVENUE</b>		<b>2,335.50</b>	<b>8,461.13</b>	<b>80,000.00</b>	<b>71,538.87</b>	<b>10.6</b>

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>CHARGES FOR SERVICES</b>						
01-3400-1100	PLANNING FEES	39,425.00	60,650.00	150,000.00	89,350.00	40.4
01-3400-1110	BUILDING PLAN CHECK FEES	10,333.26	27,913.73	292,500.00	264,586.27	9.5
01-3400-1120	PLANNING PLAN CHECK FEES	7,233.28	19,145.82	204,750.00	185,604.18	9.4
01-3400-1130	FIRE PLAN CHECK FEES	7,383.28	19,295.82	200,000.00	180,704.18	9.7
01-3400-1500	REPRODUCTION/FINGERPRINT FEES	.00	12.00	500.00	488.00	2.4
01-3400-2260	PUBLIC EDUCATION FEES	.00	30.00	.00	( 30.00)	.0
01-3400-3600	BANNER FEES	175.00	1,400.00	5,000.00	3,600.00	28.0
01-3400-6100	BC SCH DIST.PARK MAINT. CONTR	.00	.00	18,928.00	18,928.00	.0
01-3400-6300	PARK YOUTH PROGRAM FEES	13,763.16	23,070.66	120,000.00	96,929.34	19.2
01-3400-6320	PARK USER FEES	2,126.12	2,651.12	20,000.00	17,348.88	13.3
01-3400-6700	PARK CONCESSION SALES	1,473.70	1,396.47	11,000.00	9,603.53	12.7
<b>TOTAL CHARGES FOR SERVICES</b>		<b>81,912.80</b>	<b>155,565.62</b>	<b>1,022,678.00</b>	<b>867,112.38</b>	<b>15.2</b>
<b>FINES &amp; FEES</b>						
01-3500-1100	PARKING FINES	2,855.00	15,221.00	90,000.00	74,779.00	16.9
01-3500-1300	PAID PARKING	.00	.01	3,000.00	2,999.99	.0
01-3500-1400	PLANNING & BUILDING FINES	900.00	1,800.00	4,000.00	2,200.00	45.0
<b>TOTAL FINES &amp; FEES</b>		<b>3,755.00</b>	<b>17,021.01</b>	<b>97,000.00</b>	<b>79,978.99</b>	<b>17.6</b>
<b>MISCELLANEOUS REVENUE</b>						
01-3700-1000	INTEREST EARNINGS	19,492.08	61,144.79	250,000.00	188,855.21	24.5
01-3700-2000	RENT	.00	1,000.00	6,000.00	5,000.00	16.7
01-3700-2010	RENT-PARK RESERVATIONS	.00	650.00	9,000.00	8,350.00	7.2
01-3700-2020	RENT-491 SUN VALLEY ROAD	5,762.78	17,288.34	108,000.00	90,711.66	16.0
01-3700-3600	REFUNDS & REIMBURSEMENTS	45,624.60	3,264.75	50,000.00	46,735.25	6.5
01-3700-3610	REIMBURSEMENTS-RESORT CITIES	132,083.00	22,500.00	34,500.00	12,000.00	65.2
01-3700-3650	REIMBURSEMENT-BLAINE CITY TOUR	.00	.00	8,000.00	8,000.00	.0
01-3700-7000	MISCELLANEOUS	.00	.00	209,300.00	209,300.00	.0
01-3700-8722	TRANSFER FROM LOT FUND	.00	200,000.00	1,200,000.00	1,000,000.00	16.7
01-3700-8763	REIMBURSEMENT FROM WATER FUND	.00	67,272.34	403,634.00	336,361.66	16.7
01-3700-8765	REIMBURSMNT FROM WASTEWATER FD	.00	144,032.50	864,195.00	720,162.50	16.7
01-3700-8798	URA FND REIM-SALARIES/BENEFITS	.00	9,511.15	95,000.00	85,488.85	10.0
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>202,962.46</b>	<b>526,663.87</b>	<b>3,237,629.00</b>	<b>2,710,965.13</b>	<b>16.3</b>
<b>MISCELLANEOUS REVENUE CONT.</b>						
01-3710-8722	LOT FUND REIMB-ADMIN.EXPENSES	.00	833.34	5,000.00	4,166.66	16.7
<b>TOTAL MISCELLANEOUS REVENUE CONT.</b>		<b>.00</b>	<b>833.34</b>	<b>5,000.00</b>	<b>4,166.66</b>	<b>16.7</b>

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b><u>FUND BALANCE</u></b>						
01-3800-9000	FUND BALANCE	.00	.00	1,235,600.00	1,235,600.00	.0
	TOTAL FUND BALANCE	.00	.00	1,235,600.00	1,235,600.00	.0
	TOTAL FUND REVENUE	779,505.14	1,816,704.59	13,688,825.00	11,872,120.41	13.3

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>LEGISLATIVE &amp; EXECUTIVE</b>						
PERSONAL SERVICES:						
01-4110-1000	SALARIES	12,480.08	37,440.24	167,108.00	129,667.76	22.4
01-4110-2100	FICA TAXES-CITY	925.64	2,776.92	12,784.00	10,007.08	21.7
01-4110-2200	STATE RETIREMENT-CITY	1,492.58	4,477.74	19,986.00	15,508.26	22.4
01-4110-2400	WORKER'S COMPENSATION-CITY	8.48	25.56	117.00	91.44	21.9
01-4110-2500	HEALTH INSURANCE-CITY	12,123.90	36,371.70	145,487.00	109,115.30	25.0
01-4110-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	609.43	8,000.00	7,390.57	7.6
01-4110-2510	DENTAL INSURANCE-CITY	314.00	942.00	3,768.00	2,826.00	25.0
01-4110-2515	VISION	152.00	456.00	1,824.00	1,368.00	25.0
01-4110-2600	ST & LONG TERM DISABILITY	67.16	201.48	1,116.00	914.52	18.1
TOTAL PERSONAL SERVICES		27,563.84	83,301.07	360,190.00	276,888.93	23.1
MATERIALS AND SERVICES:						
01-4110-3100	OFFICE SUPPLIES & POSTAGE	.00	.00	1,000.00	1,000.00	.0
01-4110-4000	ELECTIONS	.00	.00	1,000.00	1,000.00	.0
01-4110-4200	PROFESSIONAL SERVICES	.00	.00	8,000.00	8,000.00	.0
01-4110-4800	DUES, SUBSCRIPTIONS & MEMBERSH	.00	.00	1,700.00	1,700.00	.0
01-4110-4910	MYR/CNCL-TRAINING/TRAVEL/MTG	.00	2,070.15	30,000.00	27,929.85	6.9
TOTAL MATERIAL AND SERVICES		.00	2,070.15	41,700.00	39,629.85	5.0
CAPITAL OUTLAY:						
01-4110-7400	OFFICE FURNITURE & EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
TOTAL CAPITAL OUTLAY		.00	.00	1,000.00	1,000.00	.0
TOTAL LEGISLATIVE & EXECUTIVE		27,563.84	85,371.22	402,890.00	317,518.78	21.2

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>ADMINISTRATIVE SERVICES</b>						
PERSONAL SERVICES:						
01-4150-1000	SALARIES	30,697.38	114,633.88	391,046.00	276,412.12	29.3
01-4150-1500	PART TIME SALARIES	.00	.00	10,000.00	10,000.00	.0
01-4150-1900	OVERTIME	15.00	30.00	1,500.00	1,470.00	2.0
01-4150-2100	FICA TAXES-CITY	1,401.46	6,722.11	27,902.00	21,179.89	24.1
01-4150-2200	STATE RETIREMENT-CITY	4,375.07	15,819.40	43,623.00	27,803.60	36.3
01-4150-2400	WORKMEN'S COMPENSATION-CITY	28.92	112.01	394.00	281.99	28.4
01-4150-2500	HEALTH INSURANCE-CITY	10,628.34	31,885.02	127,540.00	95,654.98	25.0
01-4150-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	5,727.98	6,000.00	272.02	95.5
01-4150-2510	DENTAL INSURANCE-CITY	211.00	633.00	2,532.00	1,899.00	25.0
01-4150-2515	VISION	132.00	396.00	1,584.00	1,188.00	25.0
01-4150-2600	ST & LONG TERM DISABILITY	148.17	444.51	1,973.00	1,528.49	22.5
01-4150-2760	OTHER EMPLOYEE BENEFITS	10,939.18	14,423.84	26,400.00	11,976.16	54.6
<b>TOTAL PERSONAL SERVICES</b>		<b>58,576.52</b>	<b>190,827.75</b>	<b>640,494.00</b>	<b>449,666.25</b>	<b>29.8</b>
MATERIALS AND SERVICES:						
01-4150-3100	OFFICE SUPPLIES & POSTAGE	1,588.51	5,292.46	25,000.00	19,707.54	21.2
01-4150-4200	PROFESSIONAL SERVICES	( 9,087.67)	3,193.35	137,138.00	133,944.65	2.3
01-4150-4800	DUES, SUBSCRIPTIONS & MEMBERSH	300.00	300.00	6,000.00	5,700.00	5.0
01-4150-4900	PERSONNEL TRAINING/TRAVEL/MTG	.00	625.58	.00	( 625.58)	.0
01-4150-4902	TRAINING/TRVL/MTG-CITY ADM/ASST	77.00	77.00	8,000.00	7,923.00	1.0
01-4150-5100	TELEPHONE & COMMUNICATIONS	60.00	180.00	.00	( 180.00)	.0
01-4150-5110	COMPUTER NETWORK	.00	225.00	.00	( 225.00)	.0
01-4150-5200	UTILITIES	1,779.25	2,933.22	32,000.00	29,066.78	9.2
01-4150-6500	CONTRACTS FOR SERVICES	.00	.00	55,000.00	55,000.00	.0
<b>TOTAL MATERIAL AND SERVICES</b>		<b>( 5,282.91)</b>	<b>12,826.61</b>	<b>263,138.00</b>	<b>250,311.39</b>	<b>4.9</b>
CAPITAL OUTLAY:						
01-4150-7400	OFFICE FURNITURE & EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL CAPITAL OUTLAY</b>		<b>.00</b>	<b>.00</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>.0</b>
<b>TOTAL ADMINISTRATIVE SERVICES</b>		<b>53,293.61</b>	<b>203,654.36</b>	<b>908,632.00</b>	<b>704,977.64</b>	<b>22.4</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>CITY CLERK</b>						
PERSONAL SERVICES:						
01-4152-1000	SALARIES	17,463.44	52,651.77	224,863.00	172,211.23	23.4
01-4152-1500	PART TIME SALARIES	.00	.00	1,500.00	1,500.00	.0
01-4152-1900	OVERTIME	785.44	2,050.86	.00	(2,050.86)	.0
01-4152-2100	FICA TAXES-CITY	1,394.81	4,181.10	18,684.00	14,502.90	22.4
01-4152-2200	STATE RETIREMENT-CITY	2,182.57	6,542.44	29,210.00	22,667.56	22.4
01-4152-2400	WORKMEN'S COMPENSATION-CITY	16.39	50.77	264.00	213.23	19.2
01-4152-2500	HEALTH INSURANCE-CITY	3,825.00	11,475.00	45,900.00	34,425.00	25.0
01-4152-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	2,210.04	4,000.00	1,789.96	55.3
01-4152-2510	DENTAL INSURANCE-CITY	148.00	444.00	1,776.00	1,332.00	25.0
01-4152-2515	VISION	92.00	276.00	720.00	444.00	38.3
01-4152-2600	ST & LONG TERM DISABILITY	110.34	331.02	1,321.00	989.98	25.1
TOTAL PERSONAL SERVICES		26,017.99	80,213.00	328,238.00	248,025.00	24.4
MATERIALS AND SERVICES:						
01-4152-4200	PROFESSIONAL SERVICES	3,333.34	3,333.34	.00	(3,333.34)	.0
01-4152-4400	ADVERTISING & LEGAL PUBLICATIO	.00	.00	12,000.00	12,000.00	.0
01-4152-4600	PROPERTY & LIABILITY INSURANCE	.00	107,855.28	120,000.00	12,144.72	89.9
01-4152-4900	PERSONNEL TRAINING/TRAVEL/MTG	156.80	2,526.06	5,000.00	2,473.94	50.5
01-4152-5100	TELEPHONE & COMMUNICATIONS	3,981.74	5,735.67	78,000.00	72,264.33	7.4
01-4152-5110	COMPUTER NETWORK	3,750.74	9,873.17	80,000.00	70,126.83	12.3
TOTAL MATERIAL AND SERVICES		11,222.62	129,323.52	295,000.00	165,676.48	43.8
CAPITAL OUTLAY:						
01-4152-7400	OFFICE FURNITURE & EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
TOTAL CAPITAL OUTLAY		.00	.00	3,000.00	3,000.00	.0
TOTAL CITY CLERK		37,240.61	209,536.52	626,238.00	416,701.48	33.5

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>COMMUNITY ENGAGEMENT</b>						
PERSONAL SERVICES:						
01-4154-1000	SALARIES	14,359.76	43,079.28	190,103.00	147,023.72	22.7
01-4154-2100	FICA TAXES-CITY	1,091.88	3,275.64	14,149.00	10,873.36	23.2
01-4154-2200	STATE RETIREMENT-CITY	1,717.42	5,152.26	22,121.00	16,968.74	23.3
01-4154-2400	WORKMEN'S COMPENSATION-CITY	13.08	40.48	200.00	159.52	20.2
01-4154-2500	HEALTH INSURANCE-CITY	3,763.34	11,290.02	45,160.00	33,869.98	25.0
01-4154-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	1,733.51	3,000.00	1,266.49	57.8
01-4154-2510	DENTAL INSURANCE-CITY	103.00	309.00	1,236.00	927.00	25.0
01-4154-2515	VISION	48.00	144.00	576.00	432.00	25.0
01-4154-2600	ST & LONG TERM DISABILITY	86.51	259.53	1,000.00	740.47	26.0
TOTAL PERSONAL SERVICES		21,182.99	65,283.72	277,545.00	212,261.28	23.5
MATERIALS AND SERVICES:						
01-4154-4200	PROFESSIONAL SERVICES	13,333.36	16,666.70	80,000.00	63,333.30	20.8
01-4154-4900	PERSONNEL TRAINING/TRAVEL/MTG	( 26.74)	86.83	5,000.00	4,913.17	1.7
01-4154-5150	COMMUNICATIONS	1,218.00	9,950.20	50,000.00	40,049.80	19.9
TOTAL MATERIAL AND SERVICES		14,524.62	26,703.73	135,000.00	108,296.27	19.8
CAPITAL OUTLAY:						
01-4154-7400	OFFICE FURNITURE & EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
TOTAL CAPITAL OUTLAY		.00	.00	1,000.00	1,000.00	.0
TOTAL COMMUNITY ENGAGEMENT		35,707.61	91,987.45	413,545.00	321,557.55	22.2

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>FINANCE</b>						
PERSONAL SERVICES:						
01-4156-1000	SALARIES	26,315.18	78,970.62	381,314.00	302,343.38	20.7
01-4156-1500	PART TIME SALARIES	584.00	1,752.00	.00	( 1,752.00)	.0
01-4156-1900	OVERTIME	937.37	1,751.41	3,000.00	1,248.59	58.4
01-4156-2100	FICA TAXES-CITY	2,090.62	6,192.61	21,410.00	15,217.39	28.9
01-4156-2200	STATE RETIREMENT-CITY	3,029.97	8,963.04	33,471.00	24,507.96	26.8
01-4156-2400	WORKMEN'S COMPENSATION-CITY	24.65	75.65	299.00	223.35	25.3
01-4156-2500	HEALTH INSURANCE-CITY	8,360.56	25,081.68	102,973.00	77,891.32	24.4
01-4156-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	2,809.78	4,000.00	1,190.22	70.2
01-4156-2510	DENTAL INSURANCE-CITY	253.00	759.00	2,250.00	1,491.00	33.7
01-4156-2515	VISION	120.00	360.00	912.00	552.00	39.5
01-4156-2600	ST & LONG TERM DISABILITY	131.19	393.57	1,497.00	1,103.43	26.3
TOTAL PERSONAL SERVICES		41,846.54	127,109.36	551,126.00	424,016.64	23.1
MATERIALS AND SERVICES:						
01-4156-3100	OFFICE SUPPLIES & POSTAGE	1,079.61	1,181.33	2,500.00	1,318.67	47.3
01-4156-4200	PROFESSIONAL SERVICES	( 2,083.33)	15.00	18,000.00	17,985.00	.1
01-4156-4900	PERSONNEL TRAINING/TRAVEL/MTG	610.40	2,053.25	12,000.00	9,946.75	17.1
01-4156-5100	TELEPHONE & COMMUNICATIONS	120.00	360.00	.00	( 360.00)	.0
01-4156-6510	COMPUTER SERVICES	4,550.00	9,100.00	60,000.00	50,900.00	15.2
TOTAL MATERIAL AND SERVICES		4,276.68	12,709.58	92,500.00	79,790.42	13.7
CAPITAL OUTLAY:						
01-4156-7400	OFFICE FURNITURE & EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
TOTAL CAPITAL OUTLAY		.00	.00	5,000.00	5,000.00	.0
TOTAL FINANCE		46,123.22	139,818.94	648,626.00	508,807.06	21.6

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEGAL</u>						
MATERIALS AND SERVICES:						
01-4160-4200	PROFESSIONAL SERVICES	17,500.00	17,500.00	210,000.00	192,500.00	8.3
01-4160-4270	CITY PROSECUTOR	3,883.33	11,649.99	50,920.00	39,270.01	22.9
TOTAL MATERIAL AND SERVICES		21,383.33	29,149.99	260,920.00	231,770.01	11.2
TOTAL LEGAL		21,383.33	29,149.99	260,920.00	231,770.01	11.2

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>PLANNING &amp; BUILDING</b>						
PERSONAL SERVICES:						
01-4170-1000	SALARIES	41,933.96	125,801.88	548,176.00	422,374.12	23.0
01-4170-1200	PLANNING & ZONING COMMISSION	1,200.00	4,200.00	25,200.00	21,000.00	16.7
01-4170-2100	FICA TAXES-CITY	3,281.06	9,889.08	41,857.00	31,967.92	23.6
01-4170-2200	STATE RETIREMENT-CITY	5,158.82	15,548.22	65,440.00	49,891.78	23.8
01-4170-2400	WORKER'S COMPENSATION-CITY	367.31	1,126.46	4,518.00	3,391.54	24.9
01-4170-2500	HEALTH INSURANCE-CITY	11,197.20	33,591.60	148,926.00	115,334.40	22.6
01-4170-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	3,315.68	9,000.00	5,684.32	36.8
01-4170-2510	DENTAL INSURANCE-CITY	312.00	936.00	3,708.00	2,772.00	25.2
01-4170-2515	VISION	140.00	420.00	1,728.00	1,308.00	24.3
01-4170-2600	ST & LONG TERM DISABILITY	271.47	814.41	3,362.00	2,547.59	24.2
TOTAL PERSONAL SERVICES		63,861.82	195,643.33	851,915.00	656,271.67	23.0
MATERIALS AND SERVICES:						
01-4170-3100	OFFICE SUPPLIES & POSTAGE	9.41	70.27	4,000.00	3,929.73	1.8
01-4170-3200	OPERATING SUPPLIES	.00	520.64	5,000.00	4,479.36	10.4
01-4170-4200	PROFESSIONAL SERVICES	2,425.00	8,237.50	260,000.00	251,762.50	3.2
01-4170-4210	PROFESSIONAL SERVICES - IDBS	.00	28,504.75	423,525.00	395,020.25	6.7
01-4170-4220	PROF SVCS-FLOOD PLAIN PROG REM	1,832.50	1,832.50	10,000.00	8,167.50	18.3
01-4170-4400	ADVERTISING & LEGAL PUBLICATIO	281.05	281.05	15,000.00	14,718.95	1.9
01-4170-4500	GEOGRAPHIC INFO SYSTEMS	3,790.00	5,320.00	15,000.00	9,680.00	35.5
01-4170-4800	DUES, SUBSCRIPTIONS & MEMBERSH	.00	156.00	4,000.00	3,844.00	3.9
01-4170-4900	PERSONNEL TRAINING/TRAVEL/MTG	37.49	1,457.69	10,000.00	8,542.31	14.6
01-4170-4970	TRAINING/TRAVEL/MTG-P&Z COMM	.00	.00	3,000.00	3,000.00	.0
01-4170-5100	TELEPHONE & COMMUNICATIONS	30.00	90.00	720.00	630.00	12.5
01-4170-6910	OTHER PURCHASED SERVICES	.00	.00	3,000.00	3,000.00	.0
TOTAL MATERIAL AND SERVICES		8,405.45	46,470.40	753,245.00	706,774.60	6.2
CAPITAL OUTLAY:						
01-4170-7400	OFFICE FURNITURE & EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
TOTAL CAPITAL OUTLAY		.00	.00	3,000.00	3,000.00	.0
TOTAL PLANNING & BUILDING		72,267.27	242,113.73	1,608,160.00	1,366,046.27	15.1

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>NON-DEPARTMENTAL</u>						
MATERIALS AND SERVICES:						
01-4193-4200	PROFESSIONAL SERVICE	4,166.66	14,204.41	300,600.00	286,395.59	4.7
01-4193-4210	RESORT CITIES	455.00	455.00	60,000.00	59,545.00	.8
01-4193-4220	IT PROFESSIONAL SERVICES	13,462.00	26,074.00	165,000.00	138,926.00	15.8
01-4193-4250	BLAINE CITY TOUR	621.00	621.00	8,000.00	7,379.00	7.8
01-4193-4901	CULTURE PROJECTS	8.54	8.54	.00	( 8.54)	.0
01-4193-6500	CONTRACT FOR SERVICE	.00	.00	155,920.00	155,920.00	.0
01-4193-6505	FIRE DISTRICT MOU	.00	800,000.00	.00	( 800,000.00)	.0
01-4193-6900	MISCELLANEOUS EXPENSE	.00	.00	199,300.00	199,300.00	.0
 TOTAL MATERIAL AND SERVICES		18,713.20	841,362.95	888,820.00	47,457.05	94.7
OTHER EXPENDITURES:						
01-4193-8803	TRANSFER TO GENERAL CIP FUND	600,000.00	600,000.00	600,000.00	.00	100.0
01-4193-8804	TRANSFER TO CITY/CO HOUSING	400,000.00	400,000.00	400,000.00	.00	100.0
01-4193-8893	TRANSFER TO PARK TRUST-KAC	.00	35,000.00	10,000.00	( 25,000.00)	350.0
01-4193-9910	MERIT/COMPENSATION ADJUSTMENTS	.00	.00	100,000.00	100,000.00	.0
01-4193-9925	PROPERTY TAX CONTINGENCY	.00	.00	50,000.00	50,000.00	.0
01-4193-9930	GENERAL FUND OP. CONTINGENCY	.00	4,158.60	331,900.00	327,741.40	1.3
 TOTAL OTHER EXPENDITURES		1,000,000.00	1,039,158.60	1,491,900.00	452,741.40	69.7
 TOTAL NON-DEPARTMENTAL		1,018,713.20	1,880,521.55	2,380,720.00	500,198.45	79.0

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>FACILITY MAINTENANCE</b>						
PERSONAL SERVICES:						
01-4194-1000	SALARIES	26,742.27	82,001.47	461,003.00	379,001.53	17.8
01-4194-1500	PART-TIME/SEASONAL	4,094.88	8,756.28	35,000.00	26,243.72	25.0
01-4194-1800	SHIFT COVERAGE ON CALL	198.60	264.80	4,000.00	3,735.20	6.6
01-4194-1900	OVERTIME	.00	260.67	8,500.00	8,239.33	3.1
01-4194-2100	FICA TAXES - CITY	2,327.30	6,838.87	38,524.00	31,685.13	17.8
01-4194-2200	STATE RETIREMENT - CITY	3,150.39	9,655.03	56,183.00	46,527.97	17.2
01-4194-2400	WORKER'S COMPENSATION-CITY	381.41	1,128.43	6,743.00	5,614.57	16.7
01-4194-2500	HEALTH INSURANCE - CITY	12,527.75	37,583.25	179,240.00	141,656.75	21.0
01-4194-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	803.56	10,000.00	9,196.44	8.0
01-4194-2510	DENTAL INSURANCE-CITY	338.25	1,014.75	4,536.00	3,521.25	22.4
01-4194-2515	VISION	162.00	486.00	2,160.00	1,674.00	22.5
01-4194-2600	LONG TERM DISABILITY	162.56	487.68	2,565.00	2,077.32	19.0
01-4194-2800	STATE UNEMPLOYMENT INSURANCE	.00	.00	5,000.00	5,000.00	.0
<b>TOTAL PERSONAL SERVICES</b>		<b>50,085.41</b>	<b>149,280.79</b>	<b>813,454.00</b>	<b>664,173.21</b>	<b>18.4</b>
MATERIALS AND SERVICES:						
01-4194-3100	OFFICE SUPPLIES & POSTAGE	.00	9.73	300.00	290.27	3.2
01-4194-3200	OPERATING SUPPLIES	1,054.53	1,119.28	7,500.00	6,380.72	14.9
01-4194-3500	MOTOR FUELS & LUBRICANTS	134.51	207.09	2,500.00	2,292.91	8.3
01-4194-4200	PROFESSIONAL SERVICES	16,811.94	17,506.94	35,000.00	17,493.06	50.0
01-4194-4205	SNOW REMOVAL	.00	.00	70,000.00	70,000.00	.0
01-4194-4210	PROFESSIONAL SERVC-CITY TREES	.00	.00	15,000.00	15,000.00	.0
01-4194-4220	PROF SERV-CITY BEAUTIFICATION	538.00	2,540.54	80,000.00	77,459.46	3.2
01-4194-4800	DUES, SUBSCRIPTIONS & MEMBERSH	305.00	305.00	440.00	135.00	69.3
01-4194-4900	PERSONNEL TRAINING/TRAVEL/MTG	49.98	297.78	1,500.00	1,202.22	19.9
01-4194-5100	TELEPHONE & COMMUNICATIONS	30.00	90.00	500.00	410.00	18.0
01-4194-5200	UTILITIES	1,272.42	3,090.57	60,000.00	56,909.43	5.2
01-4194-5300	CUSTODIAL & CLEANING SERVICES	.00	6,977.00	65,000.00	58,023.00	10.7
01-4194-5900	REPAIR & MAINTENANCE-BUILDINGS	1,249.36	5,093.01	50,000.00	44,906.99	10.2
01-4194-5910	REPAIR & MAINT-491 SV ROAD	1,350.54	3,435.68	70,000.00	66,564.32	4.9
01-4194-5950	REPAIR & MAINT-WARM SPRINGS PR	3,845.67	5,134.04	48,000.00	42,865.96	10.7
01-4194-6000	REPAIR & MAINT-AUTOMOTIVE EQUI	.00	21.95	5,000.00	4,978.05	.4
01-4194-6100	REPAIR & MAINT--MACHINERY & EQ	.00	99.63	5,000.00	4,900.37	2.0
01-4194-6950	MAINTENANCE	680.63	1,448.27	36,000.00	34,551.73	4.0
<b>TOTAL MATERIAL AND SERVICES</b>		<b>27,322.58</b>	<b>47,376.51</b>	<b>551,740.00</b>	<b>504,363.49</b>	<b>8.6</b>
<b>TOTAL FACILITY MAINTENANCE</b>		<b>77,407.99</b>	<b>196,657.30</b>	<b>1,365,194.00</b>	<b>1,168,536.70</b>	<b>14.4</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>POLICE</b>						
PERSONAL SERVICES:						
01-4210-1000	SALARIES	9,168.00	27,504.00	147,847.00	120,343.00	18.6
01-4210-1500	PART-TIME	.00	55.18	20,000.00	19,944.82	.3
01-4210-1900	OVERTIME	.00	259.44	5,000.00	4,740.56	5.2
01-4210-2100	FICA TAXES-CITY	675.08	2,049.30	13,222.00	11,172.70	15.5
01-4210-2200	STATE RETIREMENT-CITY	1,096.50	3,320.52	18,281.00	14,960.48	18.2
01-4210-2400	WORKMEN'S COMPENSATION-CITY	226.82	674.24	2,895.00	2,220.76	23.3
01-4210-2500	HEALTH INSURANCE-CITY	7,085.56	21,256.68	85,027.00	63,770.32	25.0
01-4210-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	362.22	4,000.00	3,637.78	9.1
01-4210-2510	DENTAL INSURANCE-CITY	169.00	507.00	2,028.00	1,521.00	25.0
01-4210-2515	VISION	88.00	264.00	1,056.00	792.00	25.0
01-4210-2600	ST & LONG TERM DISABILITY	56.71	170.13	716.00	545.87	23.8
TOTAL PERSONAL SERVICES		18,565.67	56,422.71	300,072.00	243,649.29	18.8
MATERIALS AND SERVICES:						
01-4210-3100	OFFICE SUPPLIES & POSTAGE	2,164.92	2,164.92	5,000.00	2,835.08	43.3
01-4210-3200	OPERATING SUPPLIES	.00	720.47	1,000.00	279.53	72.1
01-4210-3500	MOTOR FUELS & LUBRICANTS	235.13	463.31	1,500.00	1,036.69	30.9
01-4210-3600	COMPUTER SOFTWARE	.00	.00	1,500.00	1,500.00	.0
01-4210-3610	PARKING OPS PROCESSING FEES	637.71	1,750.31	21,000.00	19,249.69	8.3
01-4210-3620	PARKING OPS EQUIPMENT FEES	.00	.00	6,000.00	6,000.00	.0
01-4210-4200	PROFESSIONAL SERVICES	1,335.00	2,275.00	59,750.00	57,475.00	3.8
01-4210-4250	PROF.SERVICES-BCSO CONTRACT	159,837.92	479,513.76	1,994,777.00	1,515,263.24	24.0
01-4210-5100	TELEPHONE & COMMUNICATIONS	194.43	596.63	5,000.00	4,403.37	11.9
01-4210-6000	REPAIR & MAINT--AUTOMOTIVE EQU	53.88	2,064.46	10,000.00	7,935.54	20.6
TOTAL MATERIAL AND SERVICES		164,458.99	489,548.86	2,105,527.00	1,615,978.14	23.3
CAPITAL OUTLAY:						
01-4210-7500	AUTOMOTIVE EQUIPMENT	.00	16.19	5,000.00	4,983.81	.3
TOTAL CAPITAL OUTLAY		.00	16.19	5,000.00	4,983.81	.3
TOTAL POLICE		183,024.66	545,987.76	2,410,599.00	1,864,611.24	22.7

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>FIRE &amp; RESCUE</u></b>						
PERSONAL SERVICES:						
01-4230-1000	SALARIES	.00	39,153.39	.00 (	39,153.39)	.0
01-4230-1500	PAID ON-CALL WAGES	.00	21,885.25	.00 (	21,885.25)	.0
01-4230-1700	WOOC (WORKING OUT OF CLASS)	.00	1,758.24	.00 (	1,758.24)	.0
01-4230-1900	OVERTIME	.00	13,183.35	.00 (	13,183.35)	.0
01-4230-2100	FICA TAXES-CITY	.00	5,785.69	.00 (	5,785.69)	.0
01-4230-2300	FIREMEN'S RETIREMENT-CITY	.00	6,877.39	.00 (	6,877.39)	.0
01-4230-2400	WORKMEN'S COMPENSATION-CITY	.00	2,174.95	.00 (	2,174.95)	.0
01-4230-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	13,137.68	.00 (	13,137.68)	.0
<b>TOTAL PERSONAL SERVICES</b>		.00	103,955.94	.00 (	103,955.94)	.0
MATERIALS AND SERVICES:						
01-4230-3200	OPERATING SUPPLIES FIRE	93.88	93.88	.00 (	93.88)	.0
01-4230-4200	PROFESSIONAL SERVICES FIRE	.00	250.00	.00 (	250.00)	.0
01-4230-5200	UTILITIES	169.80	169.80	.00 (	169.80)	.0
<b>TOTAL MATERIAL AND SERVICES</b>		263.68	513.68	.00 (	513.68)	.0
<b>TOTAL FIRE &amp; RESCUE</b>		263.68	104,469.62	.00 (	104,469.62)	.0

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>STREET</b>						
PERSONAL SERVICES:						
01-4310-1000	SALARIES	56,646.64	159,907.98	664,804.00	504,896.02	24.1
01-4310-1500	PART-TIME	.00	.00	25,000.00	25,000.00	.0
01-4310-1800	SHIFT COVERAGE ON CALL	1,648.28	2,865.56	17,500.00	14,634.44	16.4
01-4310-1900	OVERTIME	80.82	1,056.14	35,000.00	33,943.86	3.0
01-4310-2100	FICA TAXES-CITY	4,407.03	12,378.71	60,985.00	48,606.29	20.3
01-4310-2200	STATE RETIREMENT-CITY	6,981.73	19,594.01	92,353.00	72,758.99	21.2
01-4310-2400	WORKER'S COMPENSATION-CITY	1,787.83	5,045.93	23,491.00	18,445.07	21.5
01-4310-2500	HEALTH INSURANCE-CITY	23,021.09	61,977.71	247,346.00	185,368.29	25.1
01-4310-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	4,570.55	12,000.00	7,429.45	38.1
01-4310-2510	DENTAL INSURANCE-CITY	652.25	1,746.30	5,814.00	4,067.70	30.0
01-4310-2515	VISION	314.00	826.40	2,400.00	1,573.60	34.4
01-4310-2600	ST & LONG TERM DISABILITY	351.28	1,022.60	4,594.00	3,571.40	22.3
01-4310-2760	OTHER EMPLOYEE BENEFITS	.00	500.00	.00	( 500.00)	.0
<b>TOTAL PERSONAL SERVICES</b>		<b>95,890.95</b>	<b>271,491.89</b>	<b>1,191,287.00</b>	<b>919,795.11</b>	<b>22.8</b>
MATERIALS AND SERVICES:						
01-4310-3200	OPERATING SUPPLIES	3,757.13	5,557.81	17,000.00	11,442.19	32.7
01-4310-3400	MINOR EQUIPMENT	668.61	835.59	3,500.00	2,664.41	23.9
01-4310-3500	MOTOR FUELS & LUBRICANTS	11,064.26	17,162.45	100,000.00	82,837.55	17.2
01-4310-3600	COMPUTER SOFTWARE	44.99	44.99	6,800.00	6,755.01	.7
01-4310-4200	PROFESSIONAL SERVICES	124.78	936.18	240,000.00	239,063.82	.4
01-4310-4900	PERSONNEL TRAINING/TRAVEL/MTG	.00	.00	3,000.00	3,000.00	.0
01-4310-5100	TELEPHONE & COMMUNICATIONS	30.00	90.00	8,000.00	7,910.00	1.1
01-4310-5200	UTILITIES	1,183.21	1,792.89	19,500.00	17,707.11	9.2
01-4310-6000	REPAIR & MAINT--AUTOMOTIVE EQU	249.59	293.98	7,500.00	7,206.02	3.9
01-4310-6100	REPAIR & MAINT--MACHINERY & EQ	4,214.36	21,924.24	90,000.00	68,075.76	24.4
01-4310-6910	OTHER PURCHASED SERVICES	796.65	1,448.85	16,000.00	14,551.15	9.1
01-4310-6920	SIGNS & SIGNALIZATION	108.14	1,684.56	16,000.00	14,315.44	10.5
01-4310-6930	STREET LIGHTING	1,159.84	3,032.24	18,500.00	15,467.76	16.4
01-4310-6950	MAINTENANCE & IMPROVEMENTS	9,810.57	21,945.15	350,000.00	328,054.85	6.3
<b>TOTAL MATERIAL AND SERVICES</b>		<b>33,212.13</b>	<b>76,748.93</b>	<b>895,800.00</b>	<b>819,051.07</b>	<b>8.6</b>
<b>TOTAL STREET</b>		<b>129,103.08</b>	<b>348,240.82</b>	<b>2,087,087.00</b>	<b>1,738,846.18</b>	<b>16.7</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>RECREATION</b>						
PERSONAL SERVICES:						
01-4510-1000	SALARIES	21,822.92	65,349.30	283,682.00	218,332.70	23.0
01-4510-1500	PART-TIME/SEASONAL	661.50	3,899.50	65,000.00	61,100.50	6.0
01-4510-1900	OVERTIME	.00	119.74	.00	( 119.74)	.0
01-4510-2100	FICA TAXES - CITY	1,689.02	5,213.59	26,674.00	21,460.41	19.6
01-4510-2200	STATE RETIREMENT - CITY	2,610.04	7,830.15	33,928.00	26,097.85	23.1
01-4510-2400	WORKER'S COMPENSATION - CITY	320.09	1,026.12	4,709.00	3,682.88	21.8
01-4510-2500	HEALTH INSURANCE - CITY	8,581.12	25,743.36	88,413.00	62,669.64	29.1
01-4510-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	3,111.41	5,000.00	1,888.59	62.2
01-4510-2510	DENTAL INSURANCE-CITY	229.50	688.50	2,526.00	1,837.50	27.3
01-4510-2515	VISION	108.00	324.00	1,104.00	780.00	29.4
01-4510-2600	ST & LONG TERM DISABILITY	136.55	409.65	1,828.00	1,418.35	22.4
01-4510-2800	STATE UNEMPLOYMENT INSURANCE	.00	.00	1,000.00	1,000.00	.0
<b>TOTAL PERSONAL SERVICES</b>		<b>36,158.74</b>	<b>113,715.32</b>	<b>513,864.00</b>	<b>400,148.68</b>	<b>22.1</b>
MATERIALS AND SERVICES:						
01-4510-3100	OFFICE SUPPLIES & POSTAGE	.78	2.32	750.00	747.68	.3
01-4510-3200	OPERATING SUPPLIES	297.34	328.24	4,500.00	4,171.76	7.3
01-4510-3250	RECREATION SUPPLIES	229.29	1,331.72	11,000.00	9,668.28	12.1
01-4510-3280	YOUTH GOLF	.00	.00	1,100.00	1,100.00	.0
01-4510-3300	RESALE ITEMS-CONCESSION SUPPLY	689.66	1,714.04	7,500.00	5,785.96	22.9
01-4510-3310	STATE SALES TAX-PARK	47.83	2,236.94	8,500.00	6,263.06	26.3
01-4510-3500	MOTOR FUELS & LUBRICANTS	.00	.00	1,500.00	1,500.00	.0
01-4510-4200	PROFESSIONAL SERVICE	.00	476.90	7,000.00	6,523.10	6.8
01-4510-4410	ADVERTISING & PUBLICATIONS	.00	.00	1,000.00	1,000.00	.0
01-4510-4800	DUES, SUBSCRIPTIONS & MEMBERSH	.00	.00	500.00	500.00	.0
01-4510-4900	PERSONNEL TRAINING/TRAVEL/MTG	.00	.00	1,000.00	1,000.00	.0
01-4510-5100	TELEPHONE & COMMUNICATIONS	69.99	69.99	1,500.00	1,430.01	4.7
01-4510-5200	UTILITIES	224.36	468.41	10,500.00	10,031.59	4.5
01-4510-6000	REPAIR & MAINT--AUTOMOTIVE EQU	26.00	199.57	3,000.00	2,800.43	6.7
01-4510-6100	REPAIR & MAINT--MACHINERY & EQ	.00	9.95	3,000.00	2,990.05	.3
<b>TOTAL MATERIAL AND SERVICES</b>		<b>1,585.25</b>	<b>6,838.08</b>	<b>62,350.00</b>	<b>55,511.92</b>	<b>11.0</b>
<b>TOTAL RECREATION</b>		<b>37,743.99</b>	<b>120,553.40</b>	<b>576,214.00</b>	<b>455,660.60</b>	<b>20.9</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>1,739,836.09</b>	<b>4,198,062.66</b>	<b>13,688,825.00</b>	<b>9,490,762.34</b>	<b>30.7</b>
<b>NET REVENUE OVER EXPENDITURES</b>		<b>( 960,330.95)</b>	<b>( 2,381,358.07)</b>	<b>.00</b>	<b>2,381,358.07</b>	<b>.0</b>

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

WAGON DAYS FUND

ASSETS

02-1000-0000	CASH - COMBINED	( 35,689.01)
02-1510-0000	INVESTMENTS--WAGON DAYS #1625	( .03)
02-1520-0000	WAGON DAYS- US BANK #2315	22,673.76
 TOTAL ASSETS		 ( 13,015.28)

LIABILITIES AND EQUITY

LIABILITIES

02-2030-0000	ACCOUNTS PAYABLE	( 250.00)
 TOTAL LIABILITIES		 ( 250.00)

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

02-2710-0000	WAGON DAYS FUND BALANCE	( 45,671.80)
REVENUE OVER EXPENDITURES - YTD		32,906.52
 BALANCE - CURRENT DATE		 ( 12,765.28)
 TOTAL FUND EQUITY		 ( 12,765.28)
 TOTAL LIABILITIES AND EQUITY		 ( 13,015.28)

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WAGON DAYS FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b><u>WAGON DAYS REVENUE</u></b>						
02-3400-1100	WAGON DAYS FEES	.00	.00	1,500.00	1,500.00	.0
02-3400-6700	SALES-SOUVENIRS,TICKET,PICNIC	.00	.00	10,000.00	10,000.00	.0
	<b>TOTAL WAGON DAYS REVENUE</b>	<b>.00</b>	<b>.00</b>	<b>11,500.00</b>	<b>11,500.00</b>	<b>.0</b>
<b><u>MISCELLANEOUS REVENUE</u></b>						
02-3700-1000	INTEREST EARNINGS	2.07	6.52	500.00	493.48	1.3
02-3700-6500	SPONSORSHIPS	.00	.00	8,000.00	8,000.00	.0
02-3700-7000	RESERVED SEATING	.00	.00	3,500.00	3,500.00	.0
02-3700-8722	TRANSFER FROM LOT	.00	32,900.00	293,400.00	260,500.00	11.2
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>2.07</b>	<b>32,906.52</b>	<b>305,400.00</b>	<b>272,493.48</b>	<b>10.8</b>
	<b>TOTAL FUND REVENUE</b>	<b>2.07</b>	<b>32,906.52</b>	<b>316,900.00</b>	<b>283,993.48</b>	<b>10.4</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WAGON DAYS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>WAGON DAYS EXPENDITURES</u></b>					
PERSONAL SERVICES:					
02-4530-2900 AWARDS	.00	.00	6,000.00	6,000.00	.0
TOTAL PERSONAL SERVICES	.00	.00	6,000.00	6,000.00	.0
MATERIALS AND SERVICES:					
02-4530-3100 OFFICE SUPPLIES & POSTAGE	.00	.00	500.00	500.00	.0
02-4530-3200 OPERATING SUPPLIES	.00	.00	7,000.00	7,000.00	.0
02-4530-3250 SOUVENIRS SUPPLIES	.00	.00	7,500.00	7,500.00	.0
02-4530-3310 STATE SALES TAX	.00	.00	900.00	900.00	.0
02-4530-4200 PROFESSIONAL SERVICES	.00	.00	122,000.00	122,000.00	.0
02-4530-4210 PARADE PARTCPNT/FIDDLERS/POETS	.00	.00	75,000.00	75,000.00	.0
02-4530-4220 GRAND MARSHAL DINNER	.00	.00	5,500.00	5,500.00	.0
02-4530-4230 HISTORY/CHILDREN'S ACTIVITIES	.00	.00	7,500.00	7,500.00	.0
02-4530-4240 CONCERT	.00	.00	27,000.00	27,000.00	.0
02-4530-4400 ADVERTISING & LEGAL PUBLICATIO	.00	.00	8,000.00	8,000.00	.0
02-4530-5210 SOLID WASTE COLLECTION	.00	.00	4,000.00	4,000.00	.0
TOTAL MATERIAL AND SERVICES	.00	.00	264,900.00	264,900.00	.0
TOTAL WAGON DAYS EXPENDITURES	.00	.00	270,900.00	270,900.00	.0
TOTAL FUND EXPENDITURES	.00	.00	270,900.00	270,900.00	.0
NET REVENUE OVER EXPENDITURES	2.07	32,906.52	46,000.00	13,093.48	71.5

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

GENERAL CAPITAL IMPROVEMENT FD

ASSETS

03-1000-0000	CASH - COMBINED	1,476,424.78
03-1510-0000	INVESTMENTS--GEN CIP #2572	1,471,594.82

TOTAL ASSETS

2,948,019.60

LIABILITIES AND EQUITY

LIABILITIES

03-2030-0000	ACCOUNTS PAYABLE	159,950.00
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TOTAL LIABILITIES

159,950.00

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

03-2710-0000	GEN CAPITAL IMPRVMNT BALANCE	941,431.43
	REVENUE OVER EXPENDITURES - YTD	1,846,638.17

BALANCE - CURRENT DATE

2,788,069.60

TOTAL FUND EQUITY

2,788,069.60

TOTAL LIABILITIES AND EQUITY

2,948,019.60

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL CAPITAL IMPROVEMENT FD

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>GENERAL CIP REVENUE</b>						
03-3100-6100	IDAHO POWER FRANCHISE	.00	63,628.69	300,000.00	236,371.31	21.2
	<b>TOTAL GENERAL CIP REVENUE</b>	<b>.00</b>	<b>63,628.69</b>	<b>300,000.00</b>	<b>236,371.31</b>	<b>21.2</b>
<b>SOURCE 3400</b>						
03-3400-7200	STREET IMPACT FEES	4,492.00	4,492.00	.00	( 4,492.00)	.0
03-3400-7210	PARKS & RECREATION IMPACT FEE	1,047.00	1,047.00	.00	( 1,047.00)	.0
03-3400-7220	FIRE & RESCUE IMPACT FEES	2,092.00	2,092.00	.00	( 2,092.00)	.0
03-3400-7230	POLICE IMPACT FEES	104.00	104.00	.00	( 104.00)	.0
	<b>TOTAL SOURCE 3400</b>	<b>7,735.00</b>	<b>7,735.00</b>	<b>.00</b>	<b>( 7,735.00)</b>	<b>.0</b>
<b>MISCELLANEOUS REVENUE</b>						
03-3700-1000	INTEREST EARNINGS	4,958.47	26,040.95	25,000.00	( 1,040.95)	104.2
03-3700-3610	WOOD RIVER LAND TRUST REIMB	1,168,524.71	( 7,235.85)	.00	7,235.85	.0
03-3700-8701	TRANSFER FROM GENERAL FUND	600,000.00	600,000.00	600,000.00	.00	100.0
03-3700-8722	TRANSFER FROM LOT FUND	650,000.00	828,933.34	1,723,600.00	894,666.66	48.1
03-3700-8790	ITD MAIN STREET FUNDING	.00	.00	142,000.00	142,000.00	.0
03-3700-8795	OTHER DONATIONS & REIMBURSEMENT	.00	.00	167,505.00	167,505.00	.0
03-3700-8798	URA FUNDING	.00	764,078.84	2,965,000.00	2,200,921.16	25.8
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>2,423,483.18</b>	<b>2,211,817.28</b>	<b>5,623,105.00</b>	<b>3,411,287.72</b>	<b>39.3</b>
<b>FUND BALANCE</b>						
03-3800-9000	FUND BALANCE	.00	.00	300,000.00	300,000.00	.0
	<b>TOTAL FUND BALANCE</b>	<b>.00</b>	<b>.00</b>	<b>300,000.00</b>	<b>300,000.00</b>	<b>.0</b>
	<b>TOTAL FUND REVENUE</b>	<b>2,431,218.18</b>	<b>2,283,180.97</b>	<b>6,223,105.00</b>	<b>3,939,924.03</b>	<b>36.7</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL CAPITAL IMPROVEMENT FD

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>GENERAL CIP EXPENDITURES</b>						
<b>CAPITAL OUTLAY:</b>						
03-4193-7110	DOWNTOWN CORE SIDEWALK (P)	43,476.59	52,014.09	900,000.00	847,985.91	5.8
03-4193-7135	MAIN STREET REHAB	2,000.00	17,442.24	66,250.00	48,807.76	26.3
03-4193-7150	BIKE NETWORK IMPROVEMENTS	20,815.31	20,815.31	59,563.00	38,747.69	35.0
03-4193-7160	TOWN SQUARE ALLEY-ASPHALT	.00	.00	50,000.00	50,000.00	.0
03-4193-7180	POWER LINE UNDERGROUNDING (P)	.00	.00	88,600.00	88,600.00	.0
03-4193-7199	LONG-TERM PLANNING & DESIGN	15,342.95	36,315.20	150,000.00	113,684.80	24.2
03-4193-7200	TECHNOLOGY UPGRADES	.00	156.37	95,000.00	94,843.63	.2
03-4193-7205	WEBSITE REBUILD	53,594.00	64,609.00	60,000.00	( 4,609.00)	107.7
03-4193-7210	SUSTAINABILITY	.00	.00	50,000.00	50,000.00	.0
03-4193-7500	PARKING MANAGEMENT	35,886.00	35,886.00	95,000.00	59,114.00	37.8
03-4193-7501	PUBLIC PARKING OPTIONS (P)	.00	.00	100,000.00	100,000.00	.0
03-4193-7502	INFRASTRUCTURE FOR HOUSING	1,412.00	1,757.00	800,000.00	798,243.00	.2
03-4193-7607	SIDEWALK CURB AND GUTTER	919.00	919.00	.00	( 919.00)	.0
03-4193-7611	PAVEMENT MANAGEMENT PROG (P)	.00	.00	600,000.00	600,000.00	.0
03-4193-7614	BOOM TRUCK	.00	.00	100,000.00	100,000.00	.0
03-4193-7615	STREET READER BOARDS	.00	.00	45,000.00	45,000.00	.0
<b>TOTAL CAPITAL OUTLAY</b>		<b>173,445.85</b>	<b>229,914.21</b>	<b>3,259,413.00</b>	<b>3,029,498.79</b>	<b>7.1</b>
<b>OTHER EXPENDITURES:</b>						
03-4193-9930	CIP FUND CONTINGENCY	.00	.00	1,072,641.00	1,072,641.00	.0
<b>TOTAL OTHER EXPENDITURES</b>		<b>.00</b>	<b>.00</b>	<b>1,072,641.00</b>	<b>1,072,641.00</b>	<b>.0</b>
<b>TOTAL GENERAL CIP EXPENDITURES</b>		<b>173,445.85</b>	<b>229,914.21</b>	<b>4,332,054.00</b>	<b>4,102,139.79</b>	<b>5.3</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL CAPITAL IMPROVEMENT FD

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>FACILITY MAINT CIP EXPENDITURE</u></b>						
<b>CAPITAL OUTLAY:</b>						
03-4194-7120	ATKINSON PARK IRRIG UPGRADES	.00	.00	200,000.00	200,000.00	.0
03-4194-7135	FOREST SRV PARK RENOVATION	.00	1,000.00	80,921.00	79,921.00	1.2
03-4194-7136	HYPBORNEAN CONDO RENOVATION	14,558.21	14,558.21	203,640.00	189,081.79	7.2
03-4194-7140	BONNING CABIN PRESERVATION	.00	.00	95,456.00	95,456.00	.0
03-4194-7155	ROTARY PARK REHABILITATION	.00	.00	10,000.00	10,000.00	.0
03-4194-7156	ORE WAGON R&M	21,982.19	44,049.60	120,000.00	75,950.40	36.7
03-4194-7161	VISITOR CENTER BUIDLING R&M	3,347.50	5,492.50	300,000.00	294,507.50	1.8
03-4194-7162	TOWN SQUARE REMODEL PHASE I	35,781.12	42,263.62	250,000.00	207,736.38	16.9
03-4194-7176	CITY HALL ELECTRICAL UPGRADES	.00	.00	15,000.00	15,000.00	.0
03-4194-7177	CITY HALL 3RD FLOOR	.00	.00	68,000.00	68,000.00	.0
03-4194-7602	MOWER REPLACEMENT	.00	.00	30,000.00	30,000.00	.0
03-4194-7604	ATV WARMS SPRINGS PRESERVE	.00	19,426.00	20,000.00	574.00	97.1
<b>TOTAL CAPITAL OUTLAY</b>		<b>75,669.02</b>	<b>126,789.93</b>	<b>1,393,017.00</b>	<b>1,266,227.07</b>	<b>9.1</b>
<b>TOTAL FACILITY MAINT CIP EXPENDITURE</b>		<b>75,669.02</b>	<b>126,789.93</b>	<b>1,393,017.00</b>	<b>1,266,227.07</b>	<b>9.1</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL CAPITAL IMPROVEMENT FD

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>POLICE CIP EXPENDITURES</u></b>					
CAPITAL OUTLAY:					
03-4210-7100 POLICE VEHICLE (NEW)	.00	.00	60,000.00	60,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	60,000.00	60,000.00	.0
TOTAL POLICE CIP EXPENDITURES	.00	.00	60,000.00	60,000.00	.0

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL CAPITAL IMPROVEMENT FD

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>STREETS CIP EXPENDITURES</u></b>						
CAPITAL OUTLAY:						
03-4310-7125	ELGIN EAGLE - SWEEPER	.00	.00	52,738.00	52,738.00	.0
03-4310-7140	140 GRADER (TBD) - (LEASE/PURC	56,620.74	56,620.74	56,621.00	.26	100.0
<b>TOTAL CAPITAL OUTLAY</b>		<b>56,620.74</b>	<b>56,620.74</b>	<b>109,359.00</b>	<b>52,738.26</b>	<b>51.8</b>
<b>TOTAL STREETS CIP EXPENDITURES</b>		<b>56,620.74</b>	<b>56,620.74</b>	<b>109,359.00</b>	<b>52,738.26</b>	<b>51.8</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

GENERAL CAPITAL IMPROVEMENT FD

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RECREATION CIP EXPENDITURES</u>						
	CAPITAL OUTLAY:					
03-4510-7130	PARKS UTV	23,217.92	23,217.92	20,000.00	( 3,217.92)	116.1
	TOTAL CAPITAL OUTLAY	23,217.92	23,217.92	20,000.00	( 3,217.92)	116.1
	TOTAL RECREATION CIP EXPENDITURES	23,217.92	23,217.92	20,000.00	( 3,217.92)	116.1
	TOTAL FUND EXPENDITURES	328,953.53	436,542.80	5,914,430.00	5,477,887.20	7.4
	NET REVENUE OVER EXPENDITURES	2,102,264.65	1,846,638.17	308,675.00	( 1,537,963.17)	598.3

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

ORIGINAL LOT FUND

ASSETS

22-1000-0000	CASH - COMBINED	( 369,911.72)
22-1050-0000	TAXES RECEIVABLE	342,890.11
22-1510-0000	INVESTMENTS-LOT #3183	369,519.22

TOTAL ASSETS

342,497.61

LIABILITIES AND EQUITY

LIABILITIES

22-2030-0000	ACCOUNTS PAYABLE	( 1,500.00)
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TOTAL LIABILITIES

( 1,500.00)

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

22-2710-0000	FUND BALANCE	828,386.94
	REVENUE OVER EXPENDITURES - YTD	( 484,389.33)

BALANCE - CURRENT DATE

343,997.61

TOTAL FUND EQUITY

343,997.61

TOTAL LIABILITIES AND EQUITY

342,497.61

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

ORIGINAL LOT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b><u>ORIGINAL LOT TAX</u></b>						
22-3100-3000	ORIGINAL LOT TAX	219,134.05	793,086.51	3,600,000.00	2,806,913.49	22.0
	<b>TOTAL ORIGINAL LOT TAX</b>	<b>219,134.05</b>	<b>793,086.51</b>	<b>3,600,000.00</b>	<b>2,806,913.49</b>	<b>22.0</b>
<b><u>MISCELLANEOUS REVENUE</u></b>						
22-3700-1000	INTEREST EARNINGS	1,245.08	3,858.95	10,000.00	6,141.05	38.6
22-3700-8725	TRANSFR FROM ADDITIONAL 1%-LOT	.00	9,666.66	60,000.00	50,333.34	16.1
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,245.08</b>	<b>13,525.61</b>	<b>70,000.00</b>	<b>56,474.39</b>	<b>19.3</b>
	<b>TOTAL FUND REVENUE</b>	<b>220,379.13</b>	<b>806,612.12</b>	<b>3,670,000.00</b>	<b>2,863,387.88</b>	<b>22.0</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

ORIGINAL LOT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>ORIGINAL LOT TAX</u></b>					
<b>MATERIALS AND SERVICES:</b>					
22-4910-3610 PROCESSING FEE XBP					
22-4910-4200 PROFESSIONAL SERVICES	223.74	714.53	2,000.00	1,285.47	35.7
22-4910-5000 ADMINISTRATIVE EXPENSE-GEN FND	.00	.00	22,000.00	22,000.00	.0
22-4910-6060 EVENTS/PROMOTIONS	.00	833.34	5,000.00	4,166.66	16.7
22-4910-6070 SVED	1,581.93	8,875.24	120,000.00	111,124.76	7.4
22-4910-6075 IDAHO DARK SKY ALLIANCE	.00	3,750.00	15,000.00	11,250.00	25.0
22-4910-6080 MOUNTAIN RIDES	.00	212,000.00	848,000.00	636,000.00	25.0
22-4910-6085 FRIENDS OF THE SAWTOOTH NF	.00	.00	10,000.00	10,000.00	.0
22-4910-6090 CONSOLIDATED DISPATCH	.00	.00	171,005.00	171,005.00	.0
22-4910-6095 MOUNTAIN HUMANE	.00	2,995.00	2,995.00	.00	100.0
<b>TOTAL MATERIAL AND SERVICES</b>	<b>1,805.67</b>	<b>229,168.11</b>	<b>1,199,000.00</b>	<b>969,831.89</b>	<b>19.1</b>
<b>OTHER EXPENDITURES:</b>					
22-4910-8801 REIMBURSE GF POLICE/FIRE/AMB	.00	200,000.00	1,200,000.00	1,000,000.00	16.7
22-4910-8802 TRNSFR TO WAGON DAYS FUND	.00	32,900.00	293,400.00	260,500.00	11.2
22-4910-8803 TRANSFER TO GENERAL CIP	.00	178,933.34	1,073,600.00	894,666.66	16.7
22-4910-8850 TRNSFR TO CAPITAL IMPROV (CIP)	650,000.00	650,000.00	650,000.00	.00	100.0
<b>TOTAL OTHER EXPENDITURES</b>	<b>650,000.00</b>	<b>1,061,833.34</b>	<b>3,217,000.00</b>	<b>2,155,166.66</b>	<b>33.0</b>
<b>TOTAL ORIGINAL LOT TAX</b>	<b>651,805.67</b>	<b>1,291,001.45</b>	<b>4,416,000.00</b>	<b>3,124,998.55</b>	<b>29.2</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>651,805.67</b>	<b>1,291,001.45</b>	<b>4,416,000.00</b>	<b>3,124,998.55</b>	<b>29.2</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 431,426.54)</b>	<b>( 484,389.33)</b>	<b>( 746,000.00)</b>	<b>( 261,610.67)</b>	<b>( 64.9)</b>

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

ADDITIONAL1%-LOT FUND

ASSETS

25-1000-0000 CASH - COMBINED 109,797.49

TOTAL ASSETS 109,797.49

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

25-2710-0000 FUND BALANCE 160,229.70  
REVENUE OVER EXPENDITURES - YTD ( 50,432.21)

BALANCE - CURRENT DATE 109,797.49

TOTAL FUND EQUITY 109,797.49

TOTAL LIABILITIES AND EQUITY 109,797.49

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

ADDITIONAL1%-LOT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>ADDITIONAL 1%-LOT</u>						
25-3100-3010	ADDITIONAL 1%	196,749.79	680,149.02	2,900,000.00	2,219,850.98	23.5
	TOTAL ADDITIONAL 1%-LOT	196,749.79	680,149.02	2,900,000.00	2,219,850.98	23.5
	TOTAL FUND REVENUE	196,749.79	680,149.02	2,900,000.00	2,219,850.98	23.5

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

ADDITIONAL1%-LOT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>ADDITIONAL 1%-LOT</u></b>					
<b>MATERIALS AND SERVICES:</b>					
25-4910-4220 SUN VALLEY AIR SERVICE BOARD	103,831.32	394,585.46	1,421,000.00	1,026,414.54	27.8
25-4910-4240 SVASB RELEASE FUND BALANCE	.00	.00	105,115.00	105,115.00	.0
25-4910-4250 HOUSING RELEASE FUND BALANCE	.00	.00	55,115.00	55,115.00	.0
<b>TOTAL MATERIAL AND SERVICES</b>	<b>103,831.32</b>	<b>394,585.46</b>	<b>1,581,230.00</b>	<b>1,186,644.54</b>	<b>25.0</b>
<b>OTHER EXPENDITURES:</b>					
25-4910-8822 TRANSFER TO ORIG LOT-DIR COST	.00	9,666.66	58,000.00	48,333.34	16.7
25-4910-8824 TRANSFER TO HOUSING	93,541.57	326,329.11	1,421,000.00	1,094,670.89	23.0
<b>TOTAL OTHER EXPENDITURES</b>	<b>93,541.57</b>	<b>335,995.77</b>	<b>1,479,000.00</b>	<b>1,143,004.23</b>	<b>22.7</b>
<b>TOTAL ADDITIONAL 1%-LOT</b>	<b>197,372.89</b>	<b>730,581.23</b>	<b>3,060,230.00</b>	<b>2,329,648.77</b>	<b>23.9</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>197,372.89</b>	<b>730,581.23</b>	<b>3,060,230.00</b>	<b>2,329,648.77</b>	<b>23.9</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 623.10)</b>	<b>( 50,432.21)</b>	<b>( 160,230.00)</b>	<b>( 109,797.79)</b>	<b>( 31.5)</b>

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

FIRE BOND FUND

ASSETS

41-1000-0000	CASH - COMBINED	56,395.68
41-1050-0000	TAXES RECEIVABLE--CURRENT	7,291.72

TOTAL ASSETS

63,687.40

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

41-2710-0000	FUND BALANCE	4,703.00
	REVENUE OVER EXPENDITURES - YTD	58,984.40

BALANCE - CURRENT DATE

63,687.40

TOTAL FUND EQUITY

63,687.40

TOTAL LIABILITIES AND EQUITY

63,687.40

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

FIRE BOND FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>PROPERTY TAX</b>						
41-3100-1000	PROPERTY TAX GO LEVY	56,369.04	58,582.47	617,019.00	558,436.53	9.5
41-3100-9000	PENALTY & INTEREST ON TAXES	130.12	401.93	.00	(401.93)	.0
	<b>TOTAL PROPERTY TAX</b>	<b>56,499.16</b>	<b>58,984.40</b>	<b>617,019.00</b>	<b>558,034.60</b>	<b>9.6</b>
	<b>TOTAL FUND REVENUE</b>	<b>56,499.16</b>	<b>58,984.40</b>	<b>617,019.00</b>	<b>558,034.60</b>	<b>9.6</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

FIRE BOND FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>FIRE BOND FUND EXP/TRNFRS</u></b>					
<b>MATERIALS AND SERVICES:</b>					
41-4800-4205 PROF SERVICES PAYING AGENT	.00	.00	3,000.00	3,000.00	.0
TOTAL MATERIAL AND SERVICES	.00	.00	3,000.00	3,000.00	.0
<b>OTHER EXPENDITURES:</b>					
41-4800-8100 DEBT SRVC ACCT PRINCIPL-FIRE	.00	.00	355,000.00	355,000.00	.0
41-4800-8200 DEBT SRVC ACCT INTEREST-FIRE	.00	.00	259,019.00	259,019.00	.0
TOTAL OTHER EXPENDITURES	.00	.00	614,019.00	614,019.00	.0
TOTAL FIRE BOND FUND EXP/TRNFRS	.00	.00	617,019.00	617,019.00	.0
TOTAL FUND EXPENDITURES	.00	.00	617,019.00	617,019.00	.0
NET REVENUE OVER EXPENDITURES	<u>56,499.16</u>	<u>58,984.40</u>	<u>.00</u>	<u>( 58,984.40)</u>	<u>.0</u>

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

IN-LIEU HOUSING FUND

ASSETS

52-1515-0000	INVESTMENTS--IN-LIEU HOUS#3044	493,158.54
		<hr/>
	TOTAL ASSETS	493,158.54
		<hr/>

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:	
52-2710-0000	FUND BALANCE	485,868.45
	REVENUE OVER EXPENDITURES - YTD	7,290.09
		<hr/>
	BALANCE - CURRENT DATE	493,158.54
		<hr/>
	TOTAL FUND EQUITY	493,158.54
		<hr/>
	TOTAL LIABILITIES AND EQUITY	493,158.54
		<hr/>

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

IN-LIEU HOUSING FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b><u>MISCELLANEOUS REVENUE</u></b>						
52-3700-1000	INTEREST EARNINGS	1,661.67	7,290.09	.00	(7,290.09)	.0
52-3700-7500	IN-LIEU-AFFORDABLE HOUSING FEE	.00	.00	800,000.00	800,000.00	.0
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,661.67</b>	<b>7,290.09</b>	<b>800,000.00</b>	<b>792,709.91</b>	<b>.9</b>
<b><u>FUND BALANCE</u></b>						
52-3800-9000	FUND BALANCE	.00	.00	1,200,000.00	1,200,000.00	.0
	<b>TOTAL FUND BALANCE</b>	<b>.00</b>	<b>.00</b>	<b>1,200,000.00</b>	<b>1,200,000.00</b>	<b>.0</b>
	<b>TOTAL FUND REVENUE</b>	<b>1,661.67</b>	<b>7,290.09</b>	<b>2,000,000.00</b>	<b>1,992,709.91</b>	<b>.4</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

IN-LIEU HOUSING FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>IN-LIEU HOUSING EXPENDITURES</u>					
OTHER EXPENDITURES:					
52-4410-9930 COM.HOUSING OP. CONTINGENCY	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL OTHER EXPENDITURES	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL IN-LIEU HOUSING EXPENDITURES	.00	.00	2,000,000.00	2,000,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	2,000,000.00	2,000,000.00	.0
NET REVENUE OVER EXPENDITURES	1,661.67	7,290.09	.00	( 7,290.09)	.0

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

COMMUNITY HOUSING

ASSETS

54-1000-0000	CASH - COMBINED	1,127,442.36
	TOTAL ASSETS	<u>1,127,442.36</u>

LIABILITIES AND EQUITY

LIABILITIES

54-2030-0000	ACCOUNTS PAYABLE	( 132.15)
54-2300-0000	DEPOSITS-SEC DEP LTL	1,075.00
54-2300-0001	DEPOSITS-SEC DEP BIRD DR	( 3,100.00)
	TOTAL LIABILITIES	( 2,157.15)

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

54-2710-0000	FUND BALANCE	1,046,173.20
	REVENUE OVER EXPENDITURES - YTD	<u>83,426.31</u>
	BALANCE - CURRENT DATE	<u>1,129,599.51</u>
	TOTAL FUND EQUITY	<u>1,129,599.51</u>
	TOTAL LIABILITIES AND EQUITY	<u>1,127,442.36</u>

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

COMMUNITY HOUSING

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>COMMUNITY HOUSING REVENUE</b>						
54-3700-2000	LIFT TOWER LODGE RENTS	6,544.00	19,032.00	70,000.00	50,968.00	27.2
54-3700-2012	EVERGREEN RENTS	10,346.00	20,696.00	.00	( 20,696.00)	.0
54-3700-3610	REFUNDS & REIM BLAINE COUNTY	.00	.00	154,500.00	154,500.00	.0
54-3700-4000	DEED RESTRICTED PROP SALE	.00	.00	230,517.00	230,517.00	.0
54-3700-8701	TRANSFER FROM GENERAL FUND	400,000.00	400,000.00	400,000.00	.00	100.0
54-3700-8705	TRANSFER FROM ADDITIONAL .50%	93,541.57	326,329.11	1,421,000.00	1,094,670.89	23.0
<b>TOTAL COMMUNITY HOUSING REVENUE</b>		<b>510,431.57</b>	<b>766,057.11</b>	<b>2,276,017.00</b>	<b>1,509,959.89</b>	<b>33.7</b>
<b>TOTAL FUND REVENUE</b>		<b>510,431.57</b>	<b>766,057.11</b>	<b>2,276,017.00</b>	<b>1,509,959.89</b>	<b>33.7</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

COMMUNITY HOUSING

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>COMMUNITY HOUSING EXPENSE</b>						
PERSONAL SERVICES:						
54-4410-1000	SALARIES	34,153.20	102,171.20	440,057.00	337,885.80	23.2
54-4410-2100	FICA TAXES-CITY	2,538.50	7,593.42	33,664.00	26,070.58	22.6
54-4410-2200	STATE RETIREMENT-CITY	4,084.73	12,219.69	52,631.00	40,411.31	23.2
54-4410-2400	WORKMEN'S COMPENSATION-CITY	31.13	96.05	1,248.00	1,151.95	7.7
54-4410-2500	HEALTH INSURANCE-CITY	10,910.56	32,731.68	124,099.00	91,367.32	26.4
54-4410-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	7,095.07	7,000.00	( 95.07)	101.4
54-4410-2510	DENTAL INSURANCE-CITY	295.00	885.00	3,540.00	2,655.00	25.0
54-4410-2515	VISION REIMBURSEMENT ACCT(HRA)	136.00	408.00	1,632.00	1,224.00	25.0
54-4410-2600	LONG TERM DISABILITY	210.45	631.35	2,640.00	2,008.65	23.9
<b>TOTAL PERSONAL SERVICES</b>		<b>52,359.57</b>	<b>163,831.46</b>	<b>666,511.00</b>	<b>502,679.54</b>	<b>24.6</b>
MATERIALS AND SERVICES:						
54-4410-3100	GENERAL OFFICE	1,602.81	2,722.25	11,489.00	8,766.75	23.7
54-4410-4200	PROFESSIONAL SERVICES	15,258.75	15,738.75	100,000.00	84,261.25	15.7
54-4410-4210	LEASE TO LOCALS INCENTIVES	3,000.00	3,000.00	.00	( 3,000.00)	.0
54-4410-4225	DEED RESTRICTIONS	.00	202,575.00	608,100.00	405,525.00	33.3
54-4410-4250	LIFT TOWER LODGE PROFF SVCS	7,591.10	8,317.35	40,000.00	31,682.65	20.8
54-4410-4260	EVERGREEN PROF SVCS	10,475.64	28,582.98	.00	( 28,582.98)	.0
54-4410-4270	291 N 2ND PROF SVCS	640.00	640.00	.00	( 640.00)	.0
54-4410-5110	COMPUTER NETWORK	.00	.00	4,000.00	4,000.00	.0
54-4410-5200	LIFT TOWER LODGE UTILITIES	2,074.18	3,147.83	25,000.00	21,852.17	12.6
54-4410-5210	291 N 2ND AVE UTILITIES	578.01	1,113.77	.00	( 1,113.77)	.0
54-4410-5215	EVERGREEN UTILITIES	958.74	1,539.99	.00	( 1,539.99)	.0
54-4410-5900	LIFT TOWER LDG REPAIR & MAINT	163.47	208.23	100,000.00	99,791.77	.2
54-4410-5910	291 REPAIR & MAINTENANCE	212.00	212.00	.00	( 212.00)	.0
54-4410-5915	EVERGREEN REPAIR & MAINTENANCE	543.17	1,001.19	.00	( 1,001.19)	.0
<b>TOTAL MATERIAL AND SERVICES</b>		<b>43,097.87</b>	<b>268,799.34</b>	<b>888,589.00</b>	<b>619,789.66</b>	<b>30.3</b>
OTHER EXPENDITURES:						
54-4410-8000	REIMBURSEMENT BCHA OP & PROG	.00	200,000.00	395,900.00	195,900.00	50.5
54-4410-8010	REIMBURSE BCHA BLAINE CO CONTR	.00	.00	154,500.00	154,500.00	.0
54-4410-8030	REIMBURSE GENERAL FUND	.00	.00	230,517.00	230,517.00	.0
54-4410-8040	BLAINE COUNTY CHARITABLE FUND	.00	50,000.00	.00	( 50,000.00)	.0
<b>TOTAL OTHER EXPENDITURES</b>		<b>.00</b>	<b>250,000.00</b>	<b>780,917.00</b>	<b>530,917.00</b>	<b>32.0</b>
<b>TOTAL COMMUNITY HOUSING EXPENSE</b>		<b>95,457.44</b>	<b>682,630.80</b>	<b>2,336,017.00</b>	<b>1,653,386.20</b>	<b>29.2</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>95,457.44</b>	<b>682,630.80</b>	<b>2,336,017.00</b>	<b>1,653,386.20</b>	<b>29.2</b>
<b>NET REVENUE OVER EXPENDITURES</b>		<b>414,974.13</b>	<b>83,426.31</b>	<b>( 60,000.00)</b>	<b>( 143,426.31)</b>	<b>139.0</b>

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

WATER FUND

ASSETS

63-1000-0000	CASH - COMBINED	2,032,279.16
63-1150-0000	ACCTS RCVBL--WATER	45,549.36
63-1510-0000	INVESTMENTS-WATER FUND #976	3,645,285.79
63-1610-0000	FIXED ASSETS--LAND	15,380.00
63-1620-0000	FIXED ASSETS--BUILDINGS	13,922,544.35
63-1630-0000	ACCUM DEPRN--BUILDINGS	( 8,516,282.06)
63-1660-0000	FIXED ASSETS--MACHINERY & EQUIP	1,341,870.88
63-1670-0000	ACCUM DEPRN--MACHINERY & EQUIP	( 502,655.12)
63-1800-0000	DEFERRED OUTFLOWS OF RESOURCES	42,761.88
63-1900-0000	UNAMORTIZED BOND DISCOUNT 2016	7,659.48
<b>TOTAL ASSETS</b>		<b>12,034,393.72</b>

LIABILITIES AND EQUITY

LIABILITIES

63-2300-0000	ACCRUED INTEREST PAYABLE	4,506.21
63-2330-0000	BONDS PAYABLE-2015B	2,045,000.00
63-2340-0000	WA REFNDING BONDS PAYABLE 2016	339,000.00
63-2390-0000	COMPENSATED ABSENCES PAYABLE	76,807.21
63-2395-0000	NET PENSION LIABILITY	226,921.45
63-2500-0000	UNAMORTIZED BOND PREMIUM	144,478.10
63-2510-0000	DEFERRED INFLOWS OF RESOURCES	98,237.16
<b>TOTAL LIABILITIES</b>		<b>2,934,950.13</b>

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

63-2710-0000	WATER FUND BALANCE	2,161,077.05
63-2720-0000	RETAINED EARNINGS	6,585,036.55
	REVENUE OVER EXPENDITURES - YTD	353,329.99

BALANCE - CURRENT DATE	<u>9,099,443.59</u>
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TOTAL FUND EQUITY	<u>9,099,443.59</u>
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TOTAL LIABILITIES AND EQUITY	<u>12,034,393.72</u>
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CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b><u>WATER REVENUE</u></b>						
63-3400-6100	WATER CHARGES	134,066.30	808,021.10	3,298,000.00	2,489,978.90	24.5
63-3400-6600	WA CONNECT FEE/FIRELINE/METER	.00	.00	10,000.00	10,000.00	.0
	<b>TOTAL WATER REVENUE</b>	<b>134,066.30</b>	<b>808,021.10</b>	<b>3,308,000.00</b>	<b>2,499,978.90</b>	<b>24.4</b>
<b><u>MISCELLANEOUS REVENUE</u></b>						
63-3700-1000	INTEREST EARNINGS	12,282.61	38,068.27	100,000.00	61,931.73	38.1
63-3700-7000	MISCELLANEOUS REVENUE	1,146.24	1,464.64	2,500.00	1,035.36	58.6
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>13,428.85</b>	<b>39,532.91</b>	<b>102,500.00</b>	<b>62,967.09</b>	<b>38.6</b>
	<b>TOTAL FUND REVENUE</b>	<b>147,495.15</b>	<b>847,554.01</b>	<b>3,410,500.00</b>	<b>2,562,945.99</b>	<b>24.9</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>WATER EXPENDITURES</b>						
PERSONAL SERVICES:						
63-4340-1000	SALARIES-WATER	30,325.62	92,058.50	326,609.00	234,550.50	28.2
63-4340-1800	SHIFT COVERAGE ON CALL	1,949.08	5,709.08	22,000.00	16,290.92	26.0
63-4340-1900	OVERTIME	1,222.88	2,751.92	20,000.00	17,248.08	13.8
63-4340-2100	FICA TAXES-CITY	2,533.21	7,601.65	28,199.00	20,597.35	27.0
63-4340-2200	STATE RETIREMENT-CITY	4,006.32	12,022.17	44,086.00	32,063.83	27.3
63-4340-2400	WORKMEN'S COMPENSATION-CITY	555.61	1,725.08	5,863.00	4,137.92	29.4
63-4340-2500	HEALTH INSURANCE-CITY	9,521.94	28,565.82	93,833.00	65,267.18	30.4
63-4340-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	9,679.93	6,000.00	( 3,679.93)	161.3
63-4340-2510	DENTAL INSURANCE-CITY	284.50	853.50	2,910.00	2,056.50	29.3
63-4340-2515	VISION	122.00	366.00	1,272.00	906.00	28.8
63-4340-2600	LONG TERM DISABILITY	187.13	561.39	1,937.00	1,375.61	29.0
<b>TOTAL PERSONAL SERVICES</b>		<b>50,708.29</b>	<b>161,895.04</b>	<b>552,709.00</b>	<b>390,813.96</b>	<b>29.3</b>
MATERIALS AND SERVICES:						
63-4340-3100	OFFICE SUPPLIES & POSTAGE	.00	.00	1,000.00	1,000.00	.0
63-4340-3120	DATA PROCESSING	635.13	635.13	7,500.00	6,864.87	8.5
63-4340-3200	OPERATING SUPPLIES	2,232.40	4,932.72	20,000.00	15,067.28	24.7
63-4340-3250	LABORATORY/ANALYSIS	.00	.00	3,000.00	3,000.00	.0
63-4340-3400	MINOR EQUIPMENT	194.98	411.54	3,000.00	2,588.46	13.7
63-4340-3500	MOTOR FUELS & LUBRICANTS	809.73	1,770.57	10,000.00	8,229.43	17.7
63-4340-3600	COMPUTER SOFTWARE	644.00	644.00	10,000.00	9,356.00	6.4
63-4340-3800	CHEMICALS	351.72	703.44	10,000.00	9,296.56	7.0
63-4340-4200	PROFESSIONAL SERVICES	1,141.00	7,006.98	150,000.00	142,993.02	4.7
63-4340-4300	STATE & WA DISTRICT FEES	7,852.00	7,852.00	65,000.00	57,148.00	12.1
63-4340-4600	INSURANCE	.00	12,369.78	16,000.00	3,630.22	77.3
63-4340-4800	DUES, SUBSCRIPTIONS, & MEMBERS	.00	.00	1,000.00	1,000.00	.0
63-4340-4900	PERSONNEL TRAINING/TRAVEL/MTG	.00	315.00	5,000.00	4,685.00	6.3
63-4340-5100	TELEPHONE & COMMUNICATIONS	482.73	1,276.31	12,000.00	10,723.69	10.6
63-4340-5200	UTILITIES	741.75	9,969.88	120,000.00	110,030.12	8.3
63-4340-5500	RIGHT-OF-WAY FEE (STREET DEPT)	.00	25,000.00	150,000.00	125,000.00	16.7
63-4340-6000	REPAIR & MAINT-AUTO EQUIP	1,136.76	1,918.87	6,000.00	4,081.13	32.0
63-4340-6100	REPAIR & MAINT-MACH & EQUIP	14,881.18	14,881.18	60,000.00	45,118.82	24.8
63-4340-6910	OTHER PURCHASED SERVICES	.00	369.24	10,000.00	9,630.76	3.7
<b>TOTAL MATERIAL AND SERVICES</b>		<b>31,103.38</b>	<b>90,056.64</b>	<b>659,500.00</b>	<b>569,443.36</b>	<b>13.7</b>
CAPITAL OUTLAY:						
63-4340-7900	DEPRECIATION EXPENSE	.00	.00	275,000.00	275,000.00	.0
<b>TOTAL CAPITAL OUTLAY</b>		<b>.00</b>	<b>.00</b>	<b>275,000.00</b>	<b>275,000.00</b>	<b>.0</b>
OTHER EXPENDITURES:						
63-4340-8801	REIMBURSE CITY GENERAL FUND	.00	67,272.34	403,634.00	336,361.66	16.7
63-4340-8864	TRANSFER TO WA CAPITAL IMP FND	.00	175,000.00	700,000.00	525,000.00	25.0
63-4340-9930	WATER FUND OP. CONTINGENCY	.00	.00	200,000.00	200,000.00	.0
<b>TOTAL OTHER EXPENDITURES</b>		<b>.00</b>	<b>242,272.34</b>	<b>1,303,634.00</b>	<b>1,061,361.66</b>	<b>18.6</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL WATER EXPENDITURES	81,811.67	494,224.02	2,790,843.00	2,296,618.98	17.7

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>WATER DEBT SERVICE EXPENDITRES</b>					
MATERIALS AND SERVICES:					
63-4800-4200 PROF.SERVICES-PAYING AGENT	.00	.00	500.00	500.00	.0
TOTAL MATERIAL AND SERVICES	.00	.00	500.00	500.00	.0
OTHER EXPENDITURES:					
63-4800-8300 DEBT SRVC ACCT PRINCIPAL-2015B	.00	.00	86,125.00	86,125.00	.0
63-4800-8400 DEBT SRVC ACCT INTEREST-2015B	.00	.00	51,125.00	51,125.00	.0
63-4800-8600 DEBT SRVC ACCT PRINCIPAL-2016	.00	.00	168,950.00	168,950.00	.0
63-4800-8700 DEBT SRVC ACCT INTEREST-2016	.00	.00	2,950.00	2,950.00	.0
TOTAL OTHER EXPENDITURES	.00	.00	309,150.00	309,150.00	.0
TOTAL WATER DEBT SERVICE EXPENDITRES	.00	.00	309,650.00	309,650.00	.0
TOTAL FUND EXPENDITURES	81,811.67	494,224.02	3,100,493.00	2,606,268.98	15.9
NET REVENUE OVER EXPENDITURES	65,683.48	353,329.99	310,007.00	( 43,322.99)	114.0

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

WATER CAPITAL IMPROVEMENT FUND

ASSETS

64-1000-0000	CASH - COMBINED	( 425,503.32)
64-1510-0000	INVESTMENTS--WATER CIP #2138	730,309.44

TOTAL ASSETS

304,806.12

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

64-2710-0000	FUND BALANCE	281,671.79
	REVENUE OVER EXPENDITURES - YTD	23,134.33

BALANCE - CURRENT DATE

304,806.12

TOTAL FUND EQUITY

304,806.12

TOTAL LIABILITIES AND EQUITY

304,806.12

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WATER CAPITAL IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b><u>WATER CIP REVENUE</u></b>						
64-3400-7300	WATER CONNECTION FEES	10,086.00	10,086.00	100,000.00	89,914.00	10.1
	<b>TOTAL WATER CIP REVENUE</b>	<b>10,086.00</b>	<b>10,086.00</b>	<b>100,000.00</b>	<b>89,914.00</b>	<b>10.1</b>
<b><u>MISCELLANEOUS REVENUE</u></b>						
64-3700-1000	INTEREST EARNINGS	2,460.74	7,626.73	30,000.00	22,373.27	25.4
64-3700-8763	TRANSFER FROM WATER FUND	.00	175,000.00	700,000.00	525,000.00	25.0
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>2,460.74</b>	<b>182,626.73</b>	<b>730,000.00</b>	<b>547,373.27</b>	<b>25.0</b>
	<b>TOTAL FUND REVENUE</b>	<b>12,546.74</b>	<b>192,712.73</b>	<b>830,000.00</b>	<b>637,287.27</b>	<b>23.2</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WATER CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>WATER CIP EXPENDITURES</u></b>					
<b>CAPITAL OUTLAY:</b>					
64-4340-7650 WATER METERS	4,511.36	20,791.16	200,000.00	179,208.84	10.4
64-4340-7800 CONSTRUCTION	.00	.00	150,000.00	150,000.00	.0
64-4340-7804 REINHEIMER WEST MAILINE EXT	3,358.75	3,358.75	.00	( 3,358.75)	.0
64-4340-7809 S. KETCHUM WATER LINE PROJ. A	.00	81,691.25	134,791.00	53,099.75	60.6
64-4340-7810 S. KETCHUM WATER LINE PROJ. B	.00	.00	8,181.00	8,181.00	.0
64-4340-7811 TRAIL CREEK HWY 75 MAINLINE	.00	63,737.24	200,000.00	136,262.76	31.9
64-4340-7812 OPS BUILDING ADDITION DESIGN	.00	.00	100,000.00	100,000.00	.0
64-4340-7813 NORTHWOOD WELL ROOF ADDITION	.00	.00	50,000.00	50,000.00	.0
<b>TOTAL CAPITAL OUTLAY</b>	<b>7,870.11</b>	<b>169,578.40</b>	<b>842,972.00</b>	<b>673,393.60</b>	<b>20.1</b>
<b>TOTAL WATER CIP EXPENDITURES</b>	<b>7,870.11</b>	<b>169,578.40</b>	<b>842,972.00</b>	<b>673,393.60</b>	<b>20.1</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>7,870.11</b>	<b>169,578.40</b>	<b>842,972.00</b>	<b>673,393.60</b>	<b>20.1</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>4,676.63</b>	<b>23,134.33</b>	<b>( 12,972.00)</b>	<b>( 36,106.33)</b>	<b>178.3</b>

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

WASTEWATER FUND

ASSETS

65-1000-0000	CASH - COMBINED	880,397.34
65-1150-0000	ACCTS RCVBL	20,510.04
65-1500-1000	INVSTMNT-ST.TR.DIV.BND-WW	201,093.97
65-1510-0000	INVESTMENTS-WASTEWATER #889	2,492,853.06
65-1620-0000	FIXED ASSETS--BUILDINGS	19,726,457.55
65-1630-0000	ACCUM DEPRN--BUILDINGS	( 7,719,399.16)
65-1660-0000	FIXED ASSETS--MACHINERY & EQUIP	1,661,875.75
65-1670-0000	ACCUM DEPRN--MACHINERY & EQUIP	( 875,808.53)
65-1800-0000	DEFERRED OUTFLOWS OF RESOURCES	52,264.07
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TOTAL ASSETS		<u>16,440,244.09</u>
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LIABILITIES AND EQUITY

LIABILITIES

65-2030-0000	ACCOUNTS PAYABLE	3.33
65-2300-0000	ACCRUED INTEREST PAYABLE	12,096.67
65-2350-0000	BONDS PAYABLE-S2023	5,900,000.00
65-2390-0000	COMPENSATED ABSENCES PAYABLE	42,612.71
65-2395-0000	NET PENSION LIABILITY	277,347.19
65-2500-0000	UNAMORTIZED BOND PREMIUM	665,977.74
65-2510-0000	DEFERRED INFLOWS OF RESOURCES	120,067.64
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TOTAL LIABILITIES		<u>7,018,105.28</u>
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FUND EQUITY

UNAPPROPRIATED FUND BALANCE:		
65-2710-0000	WASTEWATER FUND BALANCE	11,540,875.04
65-2720-0000	RETAINED EARNINGS	( 2,473,470.69)
REVENUE OVER EXPENDITURES - YTD		<u>354,734.46</u>
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BALANCE - CURRENT DATE		<u>9,422,138.81</u>
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TOTAL FUND EQUITY		<u>9,422,138.81</u>
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TOTAL LIABILITIES AND EQUITY		<u>16,440,244.09</u>
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CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WASTEWATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>WASTEWATER REVENUE</b>						
65-3400-7100	WASTEWATER CHARGES	264,952.21	775,280.34	2,960,000.00	2,184,719.66	26.2
65-3400-7300	WASTEWATER INSPECTION FEES	40.00	40.00	.00	(40.00)	.0
65-3400-7800	SUN VALLEY WA & SW DISTRICT CH	128,164.95	219,464.67	1,200,793.00	981,328.33	18.3
	<b>TOTAL WASTEWATER REVENUE</b>	<b>393,157.16</b>	<b>994,785.01</b>	<b>4,160,793.00</b>	<b>3,166,007.99</b>	<b>23.9</b>
<b>MISCELLANEOUS REVENUE</b>						
65-3700-1000	INTEREST EARNINGS	8,399.55	26,033.25	60,000.00	33,966.75	43.4
65-3700-7000	MISCELLANEOUS REVENUE	2,242.50	2,242.50	.00	(2,242.50)	.0
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>10,642.05</b>	<b>28,275.75</b>	<b>60,000.00</b>	<b>31,724.25</b>	<b>47.1</b>
	<b>TOTAL FUND REVENUE</b>	<b>403,799.21</b>	<b>1,023,060.76</b>	<b>4,220,793.00</b>	<b>3,197,732.24</b>	<b>24.2</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WASTEWATER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>WASTEWATER EXPENDITURES</b>						
PERSONAL SERVICES:						
65-4350-1000	SALARIES-WASTEWATER	40,401.73	117,246.63	530,195.00	412,948.37	22.1
65-4350-1800	SHIFT COVERAGE ON CALL	1,674.36	4,271.50	20,000.00	15,728.50	21.4
65-4350-1900	OVERTIME	1,093.93	4,125.67	15,000.00	10,874.33	27.5
65-4350-2100	FICA TAXES-CITY	3,243.77	9,435.50	43,237.00	33,801.50	21.8
65-4350-2200	STATE RETIREMENT-CITY	5,163.12	15,026.99	67,597.00	52,570.01	22.2
65-4350-2400	WORKMEN'S COMPENSATION-CITY	604.09	1,785.60	7,815.00	6,029.40	22.9
65-4350-2500	HEALTH INSURANCE-CITY	16,673.56	48,745.68	203,403.00	154,657.32	24.0
65-4350-2505	HEALTH REIMBURSEMENT ACCT(HRA)	.00	10,515.77	13,000.00	2,484.23	80.9
65-4350-2510	DENTAL INSURANCE-CITY	452.00	1,312.95	5,652.00	4,339.05	23.2
65-4350-2515	VISION	210.00	613.60	2,712.00	2,098.40	22.6
65-4350-2600	LONG TERM DISABILITY	255.57	711.35	3,338.00	2,626.65	21.3
<b>TOTAL PERSONAL SERVICES</b>		<b>69,772.13</b>	<b>213,791.24</b>	<b>911,949.00</b>	<b>698,157.76</b>	<b>23.4</b>
MATERIALS AND SERVICES:						
65-4350-3100	OFFICE SUPPLIES & POSTAGE	.00	.00	500.00	500.00	.0
65-4350-3120	DATA PROCESSING	635.14	635.14	8,000.00	7,364.86	7.9
65-4350-3200	OPERATING SUPPLIES	987.51	1,229.27	14,000.00	12,770.73	8.8
65-4350-3400	MINOR EQUIPMENT	15.19	227.87	2,000.00	1,772.13	11.4
65-4350-3500	MOTOR FUELS & LUBRICANTS	3,888.98	4,100.92	20,000.00	15,899.08	20.5
65-4350-3600	COMPUTER SOFTWARE	644.00	644.00	5,000.00	4,356.00	12.9
65-4350-3800	CHEMICALS	2,973.02	9,688.23	105,000.00	95,311.77	9.2
65-4350-4200	PROFESSIONAL SERVICES	3,397.25	3,999.90	205,000.00	201,000.10	2.0
65-4350-4201	IPDES PERMIT FEE	.00	.00	3,800.00	3,800.00	.0
65-4350-4600	INSURANCE	.00	88,961.94	90,000.00	1,038.06	98.9
65-4350-4900	PERSONNEL TRAINING/TRAVEL/MTG	340.95	569.19	3,000.00	2,430.81	19.0
65-4350-5100	TELEPHONE & COMMUNICATIONS	1,840.86	2,463.45	7,000.00	4,536.55	35.2
65-4350-5200	UTILITIES	11,857.11	25,364.78	175,000.00	149,635.22	14.5
65-4350-5500	RIGHT-OF-WAY FEE (STREET DEPT)	.00	24,666.00	148,000.00	123,334.00	16.7
65-4350-6000	REPAIR & MAINT-AUTO EQUIP	87.93	6,710.92	12,000.00	5,289.08	55.9
65-4350-6100	REPAIR & MAINT-MACH & EQUIP	6,458.46	7,375.90	100,000.00	92,624.10	7.4
65-4350-6900	COLLECTION SYSTEM SERVICES/CHA	1,440.96	8,865.05	65,000.00	56,134.95	13.6
<b>TOTAL MATERIAL AND SERVICES</b>		<b>34,567.36</b>	<b>185,502.56</b>	<b>963,300.00</b>	<b>777,797.44</b>	<b>19.3</b>
CAPITAL OUTLAY:						
65-4350-7900	DEPRECIATION EXPENSE	.00	.00	375,000.00	375,000.00	.0
<b>TOTAL CAPITAL OUTLAY</b>		<b>.00</b>	<b>.00</b>	<b>375,000.00</b>	<b>375,000.00</b>	<b>.0</b>
OTHER EXPENDITURES:						
65-4350-8801	REIMBURSE CITY GENERAL FUND	.00	144,032.50	864,195.00	720,162.50	16.7
65-4350-8867	TRANSFER TO WW CAP IMP FUND	.00	125,000.00	500,000.00	375,000.00	25.0
65-4350-9930	WASTEWATER FUND OP.CONTINGENCY	.00	.00	50,000.00	50,000.00	.0
<b>TOTAL OTHER EXPENDITURES</b>		<b>.00</b>	<b>269,032.50</b>	<b>1,414,195.00</b>	<b>1,145,162.50</b>	<b>19.0</b>
<b>TOTAL WASTEWATER EXPENDITURES</b>		<b>104,339.49</b>	<b>668,326.30</b>	<b>3,664,444.00</b>	<b>2,996,117.70</b>	<b>18.2</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WASTEWATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>WASTEWATER DEBT SERVICE EXP</b>					
MATERIALS AND SERVICES:					
65-4800-4200 PROF.SERVICES-PAYING AGENT	.00	.00	1,000.00	1,000.00	.0
TOTAL MATERIAL AND SERVICES	.00	.00	1,000.00	1,000.00	.0
OTHER EXPENDITURES:					
65-4800-8500 DEBT SRVC ACCT PRNCPL-S2023	.00	.00	210,000.00	210,000.00	.0
65-4800-8600 DEBT SRVC ACCT INTEREST-S2023	.00	.00	290,400.00	290,400.00	.0
TOTAL OTHER EXPENDITURES	.00	.00	500,400.00	500,400.00	.0
TOTAL WASTEWATER DEBT SERVICE EXP	.00	.00	501,400.00	501,400.00	.0
TOTAL FUND EXPENDITURES	104,339.49	668,326.30	4,165,844.00	3,497,517.70	16.0
NET REVENUE OVER EXPENDITURES	<u>299,459.72</u>	<u>354,734.46</u>	<u>54,949.00</u>	<u>( 299,785.46)</u>	<u>645.6</u>

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

WASTEWATER CAPITAL IMPROVE FND

ASSETS

67-1000-0000	CASH - COMBINED	( 1,025,197.38)
67-1510-0000	INVESTMENTS--WW CIP #884	7,257,208.03
<b>TOTAL ASSETS</b>		<b>6,232,010.65</b>

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:		
67-2710-0000	FUND BALANCE	6,190,735.43
	REVENUE OVER EXPENDITURES - YTD	41,275.22
<b>BALANCE - CURRENT DATE</b>		<b>6,232,010.65</b>
<b>TOTAL FUND EQUITY</b>		<b>6,232,010.65</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>6,232,010.65</b>

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WASTEWATER CAPITAL IMPROVE FND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b><u>WASTEWATER CAPITAL REVENUE</u></b>						
67-3400-7300	WASTEWATER CONNECTION FEES	6,572.25	6,572.25	75,000.00	68,427.75	8.8
67-3400-7800	SUN VALLEY WA & SW DISTRICT CH	220,949.76	541,987.32	3,645,410.00	3,103,422.68	14.9
	<b>TOTAL WASTEWATER CAPITAL REVENUE</b>	<b>227,522.01</b>	<b>548,559.57</b>	<b>3,720,410.00</b>	<b>3,171,850.43</b>	<b>14.7</b>
<b><u>MISCELLANEOUS REVENUE</u></b>						
67-3700-1000	INTEREST EARNINGS	24,452.81	75,788.13	100,000.00	24,211.87	75.8
67-3700-8765	TRANSFER FROM WASTEWATER FUND	.00	125,000.00	500,000.00	375,000.00	25.0
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>24,452.81</b>	<b>200,788.13</b>	<b>600,000.00</b>	<b>399,211.87</b>	<b>33.5</b>
	<b>TOTAL FUND REVENUE</b>	<b>251,974.82</b>	<b>749,347.70</b>	<b>4,320,410.00</b>	<b>3,571,062.30</b>	<b>17.3</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

WASTEWATER CAPITAL IMPROVE FND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>WASTEWATER CIP EXPENDITURES</u></b>					
<b>CAPITAL OUTLAY:</b>					
67-4350-7800 CONSTRUCTION	.00	.00	100,000.00	100,000.00	.0
67-4350-7809 ENERGY EFFICIENCY PROJECTS	.00	10,256.68	50,000.00	39,743.32	20.5
67-4350-7813 CAPITAL IMP PLAN(NO SHARING)	18,205.84	26,582.04	142,502.00	115,919.96	18.7
67-4350-7815 AERATION BASINS BLOWERS & ELEC	14,938.91	14,938.91	525,000.00	510,061.09	2.9
67-4350-7816 UPGRADE FILTER PLC	.00	.00	50,000.00	50,000.00	.0
67-4350-7818 ROTARY DRUM THICK & DEWATERING	442,260.09	598,529.85	6,152,319.00	5,553,789.15	9.7
67-4350-7819 REPLACE PUMPS	.00	.00	40,000.00	40,000.00	.0
67-4350-7820 VEHICLE REPLACEMENT	.00	.00	70,000.00	70,000.00	.0
67-4350-7821 AERATION BASIN UPGRADE	.00	.00	160,000.00	160,000.00	.0
67-4350-7822 OUTFALL CLEARING	.00	.00	83,500.00	83,500.00	.0
67-4350-7823 HAUL TRUCK	1,000.00	57,765.00	60,000.00	2,235.00	96.3
<b>TOTAL CAPITAL OUTLAY</b>	<b>476,404.84</b>	<b>708,072.48</b>	<b>7,433,321.00</b>	<b>6,725,248.52</b>	<b>9.5</b>
<b>TOTAL WASTEWATER CIP EXPENDITURES</b>	<b>476,404.84</b>	<b>708,072.48</b>	<b>7,433,321.00</b>	<b>6,725,248.52</b>	<b>9.5</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>476,404.84</b>	<b>708,072.48</b>	<b>7,433,321.00</b>	<b>6,725,248.52</b>	<b>9.5</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 224,430.02)</b>	<b>41,275.22</b>	<b>( 3,112,911.00)</b>	<b>( 3,154,186.22)</b>	<b>1.3</b>

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

POLICE TRUST FUND

ASSETS

90-1000-0000	CASH - COMBINED	1,385.60
90-1510-0000	INVESTMENTS-POLICE TR-JUS#1755	7,280.25
90-1512-0000	INVESTMENTS-POLICE TR-TRS#2196	373.26
 TOTAL ASSETS		 9,039.11

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:		
90-2710-0000	FUND BALANCE	8,959.18
	REVENUE OVER EXPENDITURES - YTD	79.93
 BALANCE - CURRENT DATE		 9,039.11
 TOTAL FUND EQUITY		 9,039.11
 TOTAL LIABILITIES AND EQUITY		 9,039.11

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

POLICE TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b><u>MISCELLANEOUS REVENUE</u></b>						
90-3700-1000	INTEREST EARNINGS	25.79	79.93	.00	( 79.93)	.0
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>25.79</b>	<b>79.93</b>	<b>.00</b>	<b>( 79.93)</b>	<b>.0</b>
<b><u>FUND BALANCE</u></b>						
90-3800-9000	FUND BALANCE	.00	.00	7,500.00	7,500.00	.0
	<b>TOTAL FUND BALANCE</b>	<b>.00</b>	<b>.00</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>.0</b>
	<b>TOTAL FUND REVENUE</b>	<b>25.79</b>	<b>79.93</b>	<b>7,500.00</b>	<b>7,420.07</b>	<b>1.1</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

POLICE TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>POLICE TRUST EXPENDITURES</u></b>					
MATERIALS AND SERVICES:					
90-4900-6910 OTHER PURCHASED SERVICES	.00	.00	7,500.00	7,500.00	.0
TOTAL MATERIAL AND SERVICES	.00	.00	7,500.00	7,500.00	.0
TOTAL POLICE TRUST EXPENDITURES	.00	.00	7,500.00	7,500.00	.0
TOTAL FUND EXPENDITURES	.00	.00	7,500.00	7,500.00	.0
NET REVENUE OVER EXPENDITURES	25.79	79.93	.00	( 79.93)	.0

CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

PARKS/REC DEV TRUST FUND

ASSETS

93-1000-0000	CASH - COMBINED	447,584.27
93-1510-0000	INVESTMENTS--PARK DEV TR #3280	144,952.22
93-1512-0000	INVESTMENTS--WSP RESTOR #3766	462,746.00
93-1515-0000	WSRESTORE US BANK#2333	181,796.63
<b>TOTAL ASSETS</b>		<b>1,237,079.12</b>

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

93-2710-0000	PARK/REC DEV TRUST UNASSIGNED	( 385,139.60)
93-2710-0001	WARM SPRINGS PRESERVE	1,048,169.79
93-2710-0002	FIRE DEPARTMENT DONATIONS	805.00
93-2710-0003	GUY COLES SKATE PARK	100.66
93-2710-0004	HEMINGWAY SPLASH PARK	500.35
93-2710-0005	PARK MEM. BENCH/TREE	3,736.51
93-2710-0006	RIVER PARK	70.00
93-2710-0007	ICE RINK	25,594.13
93-2710-0008	KAGAN PARK	4,657.86
93-2710-0009	PUMP PARK	2,260.25
93-2710-0010	YOUTH RECREATION SCHOLARSHIPS	7,891.73
93-2710-0011	JAZZ IN THE PARK	19,778.75
93-2710-0012	KETCHEM ALIVE	3,145.29
93-2710-0013	CHILDRENS RECREATION	4,987.00
93-2710-0014	TREE FUND	1,501.95
93-2710-0015	LITTLE LEAGUE FIELD	2,529.22
93-2710-0016	WATCH ME GROW GARDEN	571.90
93-2710-0017	YOUTH GOLF	19,394.55
93-2710-0018	KETCHUM ARTS COMMISSION	12,471.15
93-2710-0019	PERCENT FOR ART	11,678.07
<b>REVENUE OVER EXPENDITURES - YTD</b>		<b>452,374.56</b>

BALANCE - CURRENT DATE

**1,237,079.12**

TOTAL FUND EQUITY

**1,237,079.12**

TOTAL LIABILITIES AND EQUITY

**1,237,079.12**

CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

PARKS/REC DEV TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>MISCELLANEOUS REVENUE</b>						
93-3700-1000	INTEREST EARNINGS	2,061.04	6,385.94	40,000.00	33,614.06	16.0
93-3700-5900	WARM SPRINGS PRESERVE	.00	1,371,403.41	.00	( 1,371,403.41)	.0
93-3700-5910	WARM SPRINGS PRES-RESTORATION	10,932.01	11,840.73	3,997,560.00	3,985,719.27	.3
93-3700-6500	ICE RINK/ZAMBONI	1,000.00	1,000.00	.00	( 1,000.00)	.0
93-3700-6800	KETCHUM ARTS COMMISSION	.00	35,000.00	.00	( 35,000.00)	.0
93-3700-7000	MISCELLANEOUS DONATIONS	2,200.00	3,400.00	.00	( 3,400.00)	.0
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>16,193.05</b>	<b>1,429,030.08</b>	<b>4,037,560.00</b>	<b>2,608,529.92</b>	<b>35.4</b>
<b>TOTAL FUND REVENUE</b>		<b>16,193.05</b>	<b>1,429,030.08</b>	<b>4,037,560.00</b>	<b>2,608,529.92</b>	<b>35.4</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

PARKS/REC DEV TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b>PARKS/REC TRUST EXPENDITURES</b>					
MATERIALS AND SERVICES:					
93-4900-6000 GUY COLES SKATE PARK	.00	.00	1,176.00	1,176.00	.0
93-4900-6100 HEMINGWAY SPLASH PARK	.00	.00	500.00	500.00	.0
93-4900-6500 ICE RINK-PRIVATE	440.59	1,630.58	24,836.00	23,205.42	6.6
93-4900-6600 KAGAN PARK	.00	.00	4,658.00	4,658.00	.0
93-4900-6710 LITTLE PARK	.00	.00	2,529.00	2,529.00	.0
93-4900-6800 KETCHUM ARTS COMMISSION	.00	.00	51,143.00	51,143.00	.0
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TOTAL MATERIAL AND SERVICES	440.59	1,630.58	84,842.00	83,211.42	1.9
 CAPITAL OUTLAY:					
93-4900-7100 YOUTH RECREATION SCHOLARSHIPS	.00	.00	9,892.00	9,892.00	.0
93-4900-7200 JAZZ IN THE PARK	.00	.00	36,179.00	36,179.00	.0
93-4900-7300 KETCH'EM ALIVE	.00	.00	4,570.00	4,570.00	.0
93-4900-7400 CHILDREN'S RECREATION	.00	.00	4,987.00	4,987.00	.0
93-4900-7499 TREE FUND EXPENSES	.00	.00	1,502.00	1,502.00	.0
93-4900-7700 WATCH ME GROW GARDEN	.00	.00	219.00	219.00	.0
93-4900-7900 YOUTH GOLF	.00	.00	21,395.00	21,395.00	.0
93-4900-7950 WARM SPRINGS PRESR-RESTORATION	303,385.83	975,024.94	4,617,481.00	3,642,456.06	21.1
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TOTAL CAPITAL OUTLAY	303,385.83	975,024.94	4,696,225.00	3,721,200.06	20.8
 TOTAL PARKS/REC TRUST EXPENDITURES					
	303,826.42	976,655.52	4,781,067.00	3,804,411.48	20.4
 TOTAL FUND EXPENDITURES					
	303,826.42	976,655.52	4,781,067.00	3,804,411.48	20.4
 NET REVENUE OVER EXPENDITURES					
	( 287,633.37)	452,374.56	( 743,507.00)	( 1,195,881.56)	60.8
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CITY OF KETCHUM  
BALANCE SHEET  
DECEMBER 31, 2025

DEVELOPMENT TRUST FUND

ASSETS

94-1000-0000	CASH - COMBINED	125,252.03
94-1500-0000	OFFSITE VENDOR DEPOSITS	( 2,500.00)
94-1501-0000	INVST-ALPENGLOW	( 500.00)
94-1502-0000	INVST-CONST/PHASE DEV ECT	<u>93,274.38</u>
<b>TOTAL ASSETS</b>		<b><u>215,526.41</u></b>

LIABILITIES AND EQUITY

LIABILITIES

94-2060-0000	DEVELOPMENT TRUST FUNDS PAYABL	<u>332,005.28</u>
<b>TOTAL LIABILITIES</b>		<b>332,005.28</b>

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:

REVENUE OVER EXPENDITURES - YTD	<u>( 116,478.87)</u>
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BALANCE - CURRENT DATE	<u>( 116,478.87)</u>
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TOTAL FUND EQUITY	<u>( 116,478.87)</u>
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TOTAL LIABILITIES AND EQUITY	<u>215,526.41</u>
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CITY OF KETCHUM  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

DEVELOPMENT TRUST FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<b>MISCELLANEOUS REVENUE</b>						
94-3700-1000	INTEREST EARNINGS	7.12	21.13	.00	(21.13)	.0
94-3700-7000	MISCELLANEOUS REVENUE	.00	.00	650,000.00	650,000.00	.0
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>7.12</b>	<b>21.13</b>	<b>650,000.00</b>	<b>649,978.87</b>	<b>.0</b>
	<b>TOTAL FUND REVENUE</b>	<b>7.12</b>	<b>21.13</b>	<b>650,000.00</b>	<b>649,978.87</b>	<b>.0</b>

CITY OF KETCHUM  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING DECEMBER 31, 2025

DEVELOPMENT TRUST FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<b><u>DEVELOPMENT TRUST EXPENDITURES</u></b>					
<b>MATERIALS AND SERVICES:</b>					
94-4900-6910 OTHER MISC. ACCOUNTS	.00	.00	650,000.00	650,000.00	.0
TOTAL MATERIAL AND SERVICES	.00	.00	650,000.00	650,000.00	.0
<b>OTHER EXPENDITURES:</b>					
94-4900-8100 J BROWN DEVELOPMENT LLC	62,800.00	62,800.00	.00	( 62,800.00)	.0
94-4900-8115 JOHN & HEIDI JACOBI	53,700.00	53,700.00	.00	( 53,700.00)	.0
TOTAL OTHER EXPENDITURES	116,500.00	116,500.00	.00	( 116,500.00)	.0
TOTAL DEVELOPMENT TRUST EXPENDITURES	116,500.00	116,500.00	650,000.00	533,500.00	17.9
TOTAL FUND EXPENDITURES	116,500.00	116,500.00	650,000.00	533,500.00	17.9
NET REVENUE OVER EXPENDITURES	( 116,492.88)	( 116,478.87)	.00	116,478.87	.0



## City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: January 29, 2026 Staff Member/Dept: Ben Whipple/Administration

Agenda Item: Recommendation to approve Task Order 08 with Jacobs Engineering for final design services for the Sun Valley Road to 5<sup>th</sup> Street section of the 1<sup>st</sup> Avenue rehabilitation project.

Recommended Motion:

I approve Task Order 08 with Jacobs Engineering for final design services for the 1<sup>st</sup> Avenue rehabilitation project.

Reasons for Recommendation:

- City is conducting a mill and overlay project on 1<sup>st</sup> Avenue as part of its fiscal year 2026 CIP Pavement Management Program.
- Jacobs Engineering will be providing preliminary and final design services for 1<sup>st</sup> Avenue under their Master Professional Services Agreement.
- Task Order 08 encompasses services for the designated section of 1<sup>st</sup> Avenue, extending from Sun Valley Road to 5<sup>th</sup> Street.

Sustainability Impact:

None OR state impact here: NONE

Financial Impact:

None OR Adequate funds exist in account: Adequate funds exist in CIP account 03-4193-7611

Attachments:

1. TO-08 1<sup>st</sup> Ave Rehabilitation
2. Purchase Order #26090

Effective Date: \_\_\_\_\_

Supplemental Task Order 08 – 1st Ave Rehabilitation

This Amendment is entered into on the effective date noted above pursuant to the “Master Professional Services Agreement” (#22841) between the City of Ketchum (“Client”) and Jacob Engineering Group Inc. (“JACOBS”), dated April 12, 2023 (“Agreement”). The Agreement is incorporated herein and forms an integral part of this Task Order. However, in case of conflict, the terms of the Agreement shall control.

**Services Authorized:**

Client authorizes JACOBS to perform the Services described in Supplemental Task Order 08 – 1st Avenue Rehabilitation, attached hereto and incorporated herein.

**Pricing: \$38,750**

Time and Expense per attached Task Order 08 - 1st Avenue Rehabilitation.

**CITY OF KETCHUM**

**JACOBS ENGINEERING GROUP INC.**

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

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

Title: \_\_\_\_\_

Title: Manager of Project

Date: \_\_\_\_\_

Date: 1/8/2026

## Exhibit A

### Scope of Services

#### 1st Avenue Rehabilitation – 5th Street to Sun Valley Road

This document outlines the tasks required to deliver both preliminary and final design services for the rehabilitation of a section of 1st Avenue in the City of Ketchum, Idaho.

The project encompasses milling and overlaying for a designated section of 1st Avenue, extending from 5th Street to Sun Valley Road. The work will cover the full width of the roadway between curbs, preserving the existing crown and flowlines of the pavement, except where adjustments are required to enhance roadway functionality.

### General Assumptions:

The Scope of Services is developed based upon the following assumptions:

- All work will be located within existing right-of-way.
- In general, final surface elevation of the road will not change.
- Scope excludes Geotechnical Engineering investigation. Jacobs Engineering Group (Jacobs) will review available information. See Task 2 for more information.
- New curb and gutter are anticipated in areas where they are in poor condition. This effort will be coordinated with the City of Ketchum (City) and indicated on the design plan and standard provisions. This work may be performed by others and will require coordination outlined in Task 5.
- For scheduling purposes, the scope of work assumes that the City will provide combined staff comments on deliverable reviews within seven (7) calendar days or during a virtual review meeting.
- Striping and signing layouts will match existing unless otherwise specified by the City or to meet current City standards (parking stall length for example) or other best practices.
- Overlay and milling are anticipated to extend into one of the intersections along 1<sup>st</sup> Avenue (either 5th Street or Sun Valley Road); this will be determined with the City during the 30 percent design phase.
- The design project will follow City of Ketchum and ISPWC standard drawings and specifications, including proposed but potentially not-yet-approved City standards as acknowledged by the Public Works Director.

## Task 1 – Project Management

The Project management task includes work necessary to manage the Jacobs's design and production efforts, City and team coordination, administration of the contract, monitoring of progress, and directing quality control activities. The Jacobs shall:

- Program, supervise, and coordinate Project work and staff
- Communicate regularly with City's project manager
- Prepare and monitor work plans, budget, and schedule
- Provide information for regular updates to the project teams as appropriate
- Maintain project files
- Coordinate and implement production and quality control efforts

The project will require close coordination with the City's other ongoing projects within the vicinity. This coordination will directly impact construction sequencing and scheduling to ensure the successful and comprehensive completion of the roadway improvements.

The City and the Jacobs will incorporate this project into their current weekly conference calls to confirm the project design is progressing as anticipated. When necessary, appropriate team members will be available for in-person meetings to address specific project needs.

### **Deliverables:**

- Change management documentation
- Agendas and notes for internal and external meetings
- Monthly invoices, including progress reports

## Task 2 – 30% Design Plan

The 30 percent design plans will show preliminary design layout. The mill and overlay pavement section will be based on the available information provided to Jacobs. Jacobs will review "Street Condition Survey a Long-Term Maintenance Implementation Plan", prepared by Kimley-Horn in September 2024 for the City of Ketchum. The Jacobs will also evaluate Pavement Evaluation report based on additional borings collected along 1<sup>st</sup> Avenue. Boring logs were prepared by Strata on March 24th of 2023 for the City of Ketchum. It is assumed that no additional data or geotechnical explorations are required to determine the design cross section for this project.

To ensure that all the impacted utilities are fully accounted for, the City will provide water, sewer and storm utility location data, within project limits, as well as other utilities they may be aware of. This

may be provided in notes on PDF. It will not be provided in GIS or CAD format. Jacobs will incorporate the information into the drawings.

To enhance overall project conditions, Jacobs will collaborate with the City on any additional project area concerns that need to be addressed, such as overall drainage improvements. This work will be incorporated into the project design to provide the best improvement for the roadway segment. Some of this work effort may be performed by the City's On-Call Contractor working on sidewalk improvements in the area, requiring additional coordination as stated in Task 5.

Jacobs will conduct a meeting with the City to confirm which intersection (5<sup>th</sup> Street or Sun Valley Road) will be included in the project.

#### **Assumptions:**

- No additional survey will be prepared or provided; currently the only available survey encompasses the 1<sup>st</sup> Avenue and 5<sup>th</sup> Street corner where sidewalk improvements will be implemented.
- If Jacobs determines additional survey is required for the design, Jacobs will coordinate with the City and the City will engage a surveyor.
- No additional data or geotechnical explorations are required to determine overlay pavement cross section depths. If additional geotechnical information is needed, the City of Ketchum will provide the data.
- Mapping of existing utilities will be based on utility data provided by the City; Jacobs will reach out to utility providers for communications, power, and gas as needed.
- The City will provide timely review (within 7 days) of the 30 percent design plans.

#### **Deliverables:**

- Project 30 percent design plans will be provided in electronic format (pdf). The drawings will be half size (11"x17").
- 30 percent design plans cost estimate will be provided.

### **Task 3 – Final Design**

Jacobs will prepare and provide final PS&E package for 1st Avenue Rehabilitation project for City's review. The design plans will incorporate City's 30 percent design review comments and feedback.

### Proposed Sheet List

SHEET TYPE	Prelim Sheets
Cover Sheet	1
Details / Pavement section	1
Plan Sheets	2
Striping/Signing Sheets	2
Traffic Control	1
<b>TOTAL SHEETS</b>	<b>7</b>

#### Assumptions:

- The City will provide timely review of the PS&E Package within 7 days or over a virtual meeting.

#### Deliverables:

- Contract documents ready for bid including final design plans, specifications, and a cost estimate will be provided in an electronic format (pdf).

## Task 4 -Bid Administration Assistance

Bid Administration Assistance includes preparing the bidding documents, organizing and leading a pre-bid meeting, and answering bidder questions through the allowed bid period. Once bids have been received, the services also involve reviewing the submissions and, when appropriate, providing a recommendation for awarding the contract to a contractor.

Jacobs will compile all required bid materials into a single, comprehensive PDF package. This package will integrate City-provided templates, project-specific provisions, and plans, ensuring a complete and easily distributable document for potential bidders.

#### Assumptions:

- The City will hold the Pre-bid meeting at City Hall and Jacobs staff can facilitate via virtual meeting.
- The City will conduct the Bid Opening at City Hall and will scan and send bid documents to Jacobs for review.
- Jacobs anticipates no more than one Addendum.

**Deliverables:**

- Bid review documentation.
- Recommendation of Award.

## Task 5 – Coordination of Contractors

The project involves milling and overlaying a designated section of 1st Avenue, extending from 5th Street to Sun Valley Road. Effective coordination among the City, Jacobs, and appointed contractors will be essential to avoid scheduling conflicts. It is anticipated that multiple contractors may be engaged on separate projects within the project footprint, including the 1<sup>st</sup> Avenue and 5<sup>th</sup> Street sidewalk and bulbout improvement conducted by the City's On-Call Contractor. Several coordination meetings will need to be conducted to establish clear timelines, work sequences, and responsibilities for all parties.

In the spring when snow is cleared but ideally prior to Bid, one Jacobs engineer will participate in a site visit to coordinate with the On-Call Contractor on-site to determine location of miscellaneous concrete curb repair and conduct final on-site review prior to construction. No other site visit is included for this work.

The City will also review any other projects occurring in conjunction with the 1st Avenue Rehabilitation effort that may present potential conflicts or concerns.

**Schedule:**

Jacobs will perform the tasks authorized under this Scope of Services following the approximate schedule listed below. The schedule is subject to adjustments as necessary by the City and coordination with other construction projects within the same area.

- Notice to Proceed – January 5, 2026
- 30% Submittal – January 30, 2026
- Final PS&E Complete – March 4, 2026
- Bid Advertisement – March 11 – 25, 2026
- Bid Opening – March 26, 2026
- Recommendation for Bid Award – April 4, 2026

**Budget:**

Total Project Fee Design: \$38,750

This is a Time & Materials, Not-to-Exceed Amount.



## 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: 26090

To:	Ship to:
5737 JACOBS ENGINEERING GROUP, INC. PO BOX 845422 DALLAS TX 75284-5422	CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340

P. O. Date	Created By	Requested By	Department	Req Number	Terms
01/22/2026	CCHING	CCHING			

Quantity	Description	Unit Price	Total
1.00	TO8 – 1st Ave Rehabilitation	38,750.00	38,750.00
	SHIPPING & HANDLING		0.00
	TOTAL PO AMOUNT		38,750.00



## City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: January 29, 2026 Staff Member/Dept: Jade Riley - Administration

Agenda Item: Recommendation to approve contract 26087 with McClure Policy, LLC for governmental relations services during the 2026 Idaho Legislative Session.

#### Recommended Motion:

"I move to approve contract #26087 with McClure Policy, LLC for Governmental Relations Services in a not-to-exceed amount of \$60,000 and to seek reimbursement from Resort City Coalition members."

#### Reasons for Recommendation:

Created by the city of Ketchum in 2022, the Resort Cities Coalition (RCC) consists of 23 participating member cities. The 2026 legislative session is already proving to be another busy year for the RCC; the lobby team, with the help of a 'definition' sub-committee of RCC members, has been hard at work refining what constitutes a 'Resort City' all summer in preparation for defensive legislation against the loss of city-initiated STR regulations.

#### The annual scope of work for the contract is:

- Prevent negative/hostile legislation toward Resort Cities.
- Coalition Building: The lobbyist(s) serves as a coordinating resource between all resort cities in Idaho with a goal of speaking with one voice with the Governor's Office and Legislature.
- The RCC will continue to focus on the following top legislative priorities for the 2026 session:
  - Protecting Local Option Tax
  - Keeping STR State regulation at status quo
  - Other: liquor licensing, childcare, housing, and ITD coordination
- FY2026 marks the second year that the RCC will have year-round representation.

#### Sustainability Impact:

None.

#### Financial Impact:

None OR Adequate funds exist in account:	This contract will be funded via the Non-Departmental budget (page 41 in the budget book), paid in full by Ketchum. A tiered funding structure has continued this year with the RCC members: small towns at \$500, mid-sized at \$1,000-1,500, and larger communities at \$4,000-\$10,000 based on their respective LOT collections. Should full financial participation occur, the net cost to the City of Ketchum would be \$25,250.
--	--

#### Attachments:

1. Proposed Contract #26087
2. Purchase Order #260087

**CONSULTING SERVICES AGREEMENT**  
**#26087**

THIS CONSULTING SERVICES AGREEMENT (“Agreement”) is made and entered into by and between McClure Policy, LLC (McClure) an Idaho limited liability company with principal offices in Boise, and the City of Ketchum (Ketchum) an Idaho municipality.

In consideration of the mutual promises hereinafter set forth, it is agreed by and between the parties as follows:

1. The initial term of this Agreement shall be for twelve (12) months starting January 1, 2026 and terminating on December 31, 2026 unless terminated by either party in accordance with the provisions of Paragraph 6 of this Agreement.
2. Ketchum hereby retains McClure to assist with lobbying and government affairs services in the state of Idaho on behalf of the Resort Cities Coalition (RCC). Such services shall involve informing, advising and lobbying on behalf of RCC on matters relevant to Idaho’s resort cities. In particular, McClure will work to: (1) represent the RCC in negotiations with stakeholders and lawmakers to protect local governance of short-term rentals; (2) protect the resort cities local option tax; (3) support funding for childcare and affordable workforce housing; (4) cultivate positive relationships between RCC and state agencies such as ITD and ABC; and (5) communicate regularly with RCC. Emily McClure shall continue to register as a lobbyist on RCC’s behalf and will use her best efforts to represent RCC in state government affairs. Emily McClure’s colleagues Blake Youde of Youde & Associates, LLC and Hailie Johnson-Waskow of Waskow Policy, LLC will also continue to register as lobbyists on behalf of RCC and will use their best efforts to represent RCC in the same capacity.
3. In consideration of McClure’s services, Ketchum shall pay five thousand dollars (\$5000) each month, for a total twelve-month contract of \$60,000. In addition, Ketchum shall reimburse McClure for reasonable and customary expenses, including but not limited to, legislative entertainment expenses and in-state travel expenses incurred in fulfilling obligations under this Agreement.
4. McClure will provide its own office, supplies and support staff as necessary for the performance of government affairs services. It is further understood that McClure will be an independent contractor and not an employee of Ketchum and as such, McClure will be responsible for its own insurance, as required by law. McClure shall indemnify and hold harmless Ketchum, RCC, its affiliates, and its respective officers, directors, agents, and employees from any and all claims, demands, losses, causes of action, damage, lawsuits, judgments including attorneys’ fees and costs, arising out of, or relating to, McClure’s services under the Agreement, except to the extent that such claims, liability, losses or expenses arise from or in connection with any act or omission of the City of Ketchum, its officers, trustees, employees or agents.
5. McClure will submit oral and/or written reports, as appropriate and as requested to such persons as RCC shall direct, regarding activities undertaken pursuant to this Agreement.

6. This Agreement may be terminated at any time by either party without cause on thirty (30) days written notice.
7. This Agreement is a personal services agreement and shall not be assigned or transferred in whole or in part by either party, except as described in paragraph 2.
8. Jade Riley is the City Administrator of Ketchum and is authorized to enter into this agreement on behalf of Ketchum.

IN WITNESS THEREOF, the parties hereto have executed this 29<sup>th</sup> day of January 2026.

City of Ketchum

McClure Policy, LLC

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Peter Prekeges, Mayor

*Emily McClure*  
Emily McClure, Principal  
McClure Policy, LLC

ATTEST

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Trent Donat, City Clerk & Business Manager



# 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: 26086

To:	Ship to:
5931 MCCLURE POLICY, LLC 5940 S SCHOONER PL BOISE ID 83716	CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340

P. O. Date	Created By	Requested By	Department	Req Number	Terms
01/21/2026	CCHING	CCHING			

Quantity	Description	Unit Price	Total
1.00	RESORT CITIES COALITION LOBBYING CON 01-4193-4210	60,000.00	60,000.00
	SHIPPING & HANDLING		0.00
	TOTAL PO AMOUNT		60,000.00



## City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: January 29, 2026 Staff Member/Dept: Peter Prekeges – Mayor

Agenda Item: Recommendation to approve Resolution 26-004 to approve appointments to various commissions and boards.

#### Recommended Motion:

"Recommendation to approve Resolution 26-004 to approve appointments to various commissions and boards."

#### Reasons for Recommendation:

Following the review and discussion from the January 8 meeting, Mayor Prekeges recommends the following appointees (reference the highlighted cells in Exhibit A):

- Ketchum Urban Renewal Agency
  - Randy Hall and Tripp Hutchinson – Council liaisons; 4-year terms; voting members
  - Tracie Smith and Dillon Witmer – Commissioners; 4-year terms; voting members
- Blaine County Housing Authority
  - Keith Perry – Ketchum board representative; 5-year term; voting member
  - Tripp Hutchinson – Ketchum liaison; discretionary term; non-voting member
- Fly Sun Valley Alliance
  - Matthew McGraw – Ketchum liaison; discretionary term; non-voting member
- Ketchum Community Development Corporation
  - Peter Prekeges – Ketchum liaison; discretionary term; non-voting member
- Mountain Rides Transit Authority
  - Peter Prekeges – 4-year term; voting member
- Sun Valley Air Service Board
  - Peter Prekeges – 4-year term; voting member
- Sun Valley Economic Development
  - Spencer Cordovano – Ketchum liaison; discretionary term; non-voting member
- Traffic Authority
  - Randy Hall – Council liaison; discretionary term; voting member

#### Sustainability and/or Financial Impact:

None.

#### Attachments:

1. Resolution 26-004
2. Exhibit A

**RESOLUTION 26-004**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO, TO APPROVE APPOINTMENTS TO VARIOUS COMMISSIONS AND BOARDS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Mayor of the City of Ketchum desires, with the consent of the City Council, to appoint representatives for the City of Ketchum to various commissions and boards.

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

The individuals highlighted on attached Exhibit A shall serve their respective boards and commissions accordingly, effective as of the 29<sup>th</sup> day of January 2026.

This Resolution will be in full force and effect upon its adoption this 29<sup>th</sup> day of January 2026.

CITY OF KETCHUM, IDAHO

---

Peter Prekeges, Mayor

ATTEST:

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Trent Donat, Clerk



## City Boards & Commissions | Members & Terms

<b>CITY COUNCIL</b>				
NAME	TITLE	Term Limit	Term Began	Term Ends
PETE PREKEGES	MAYOR	4 YEARS	01.05.26	01.05.30
SPENCER CORDOVANO	PRESIDENT	4 YEARS	01.02.24	01.04.28
RANDY HALL	COUNCILMEMBER	4 YEARS	01.05.26	01.05.30
TRIPP HUTCHINSON	COUNCILMEMBER	4 YEARS	01.02.24	01.04.28
MATTHEW MCGRAW	COUNCILMEMBER	4 YEARS	01.05.26	01.05.30

<b>PLANNING AND ZONING COMMISSION (P&amp;Z)</b>				
NAME	TITLE	Term Limit	Term Began	Term Ends
TIM CARTER	COMMISSIONER	3 YEARS	04.03.23	04.03.26**
HANNAH HARRIS	COMMISSIONER	3 YEARS	12.15.25	12.15.28
BRENDA MOCZYGEMBA	COMMISSIONER	3 YEARS	09.08.25	09.08.28*
ALEX MONGE	COMMISSIONER	3 YEARS	12.15.25	12.15.28
JOEY STEVENSON	COMMISSIONER	3 YEARS	12.15.25	12.15.28

<b>HISTORIC PRESERVATION COMMISSION (HPC)</b>				
NAME	TITLE	Term Limit	Term Began	Term Ends
JAKUB GALYCZNSKI	COMMISSIONER	3 YEARS	03.15.24	03.15.27
WENDOLYN HOLLAND	COMMISSIONER	3 YEARS	03.15.24	03.15.27
CLYDE HOLT	CHAIR	3 YEARS	01.11.24	03.15.27
MELISSA RIVELLO	COMMISSIONER	3 YEARS	09.06.25	09.06.28
OPEN				

<b>KETCHUM ARTS COMMISSION (KAC)</b>				
NAME	TITLE	Term Limit	Term Began	Term Ends
CARTER HEDBERG	CHAIR	3 YEARS	10.01.23	09.30.26*
KRISTIN POOLE	COMMISSIONER	3 YEARS	10.01.23	09.30.26
MEREDITH SKILLMAN	COMMISSIONER	3 YEARS	10.01.24	09.30.27*
JEAN PIERRE VEILLET	COMMISSIONER	3 YEARS	10.01.23	09.30.26
WENDAL WIRTH	COMMISSIONER	3 YEARS	10.01.23	09.30.26
ELIZABETH YOUMANS	COMMISSIONER	3 YEARS	10.01.23	09.30.26
OPEN				
OPEN				

<b>KETCHUM URBAN RENEWAL AGENCY (KURA)</b>				
NAME	TITLE	Term Limit	Term Began	Term Ends
TRIPP HUTCHINSON	COUNCIL LIAISON	4 YEARS	2.04.26	02.04.30
RANDY HALL	COUNCIL LIAISON	4 YEARS	2.04.26	02.04.30
MASON FREDERICKSON	COMMISSIONER	4 YEARS	01.02.24	01.02.28
TRACIE SMITH	COMMISSIONER	4 YEARS	2.04.26	02.04.30
DILLON WITMER	COMMISSIONER	4 YEARS	2.04.26	02.04.30
CASEY BURKE	COMMISSIONER	4 YEARS	01.03.25	01.03.29
TYLER DAVIS-JEFFERS	COMMISSIONER	4 YEARS	08.15.22	08.05.26

**Mayor and Council Liaison Positions | Boards & Terms**

<b>BLAINE COUNTY HOUSING AUTHORITY (BCHA)</b>	
KEITH PERRY	JENNIFER RANGEL
SARAH SEPPA	ANA TORRES
DARYL FAUTH	
<b>LIAISONS</b>	
TRIPP HUTCHINSON	LISA HOROWITZ
MUFFY DAVIS	BRIAN PARKER

<b>FLY SUN VALLEY ALLIANCE (FSVA)</b>	
MATTHEW MCGRAW	JACOB GREENBERG
TIM BURKE	MICHELLE GRIFFITH
DICK FENTON	LINDSAY MOLLINEAX

<b>KETCHUM COMMUNITY DEVELOPMENT CORPORATION (KCDC)</b>	
PETE PREKEGES	TRAVIS JONES
CHARLES FRIEDMAN	JAMES SATTLE

<b>MOUTAIN RIDES TRANSIT AUTHORITY (MRTA)</b>	
PETE PREKEGES	MUFFY DAVIS
TOM BLANCHARD	KRISTIN DERRIG
MARTHA BURKE	PETER HENDRICKS
GRADY BURNETT	MELODY MATTSON

<b>SUN VALLEY AIR SERVICE BOARD (ASB)</b>	
PETE PREKEGES	PETER HENDRICKS
MARTHA BURKE	

<b>SUN VALLEY ECONOMIC DEVELOPMENT (SVED)</b>	
SPENCER CORDOVANO	MIKE HIGGS
TATUM CLARK	JIM KEATING
MUFFY DAVIS	KAZ THEA

<b>KETCHUM TRAFFIC AUTHORITY (TA)</b>	
RANDY HALL	JADE RILEY (CHAIR)
RAMSY HOEHN	JAMIE SHAW
MORGAN LANDERS	WES WHITESELL
SETH MARTIN	

<b>KETCHUM SUSTAINABILITY ADVISORY COMMITTEE (KSAC)</b>	
REBECCA BUNDY	SCOTT LEWIS
TORY CANFIELD	EVE PREUCIL
COURTNEY HAMILTON	BETSY SIZELL

## RESOLUTION 26-005

WHEREAS the regular meetings of the Ketchum City Council shall be held on the second and fourth Thursdays of each month at 5:30 PM at Ketchum City Hall unless such date is a holiday, in which the meeting shall be held on the following Monday; and

WHEREAS, pursuant to Idaho Code Section 74-104(1), any public agency that holds meetings at regular intervals of at least once per calendar month scheduled in advance over the course of the year may satisfy the meeting notice by giving meeting notices at least once each year of its regular meeting schedule; and

WHEREAS, the City Council has determined that listing all regular meetings to be held in 2026 would be beneficial to the residents of and visitors to the City of Ketchum.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF KETCHUM that the meetings of the City Council for 2026 are as follows:

Thursday, January 8, 2026 **Special Meeting**	Thursday, May 14, 2026	Thursday, September 10, 2026
Thursday, January 29, 2026 **Special Meeting**	Thursday, May 28, 2026	Thursday, September 24, 2026
Thursday, February 12, 2026	Thursday, June 11, 2026	Thursday, October 8, 2026
Thursday, February 26, 2026	Thursday, June 25, 2026	Thursday, October 22, 2026
Thursday, March 12, 2026	Thursday, July 9, 2026	Thursday, November 12, 2026
Thursday, March 26, 2026	Thursday, July 23, 2026	Monday, November 30, 2026
Thursday, April 9, 2026	Thursday, August 13, 2026	Thursday, December 10, 2026
Thursday April 23, 2026	Thursday, August 27, 2026	Monday, December 28, 2026

This Resolution will be in full force and effect upon its adoption this 29th day of January 2026.

CITY OF KETCHUM, IDAHO

Pete Prekeges, Mayor

ATTEST:

Trent Donat, City Clerk



## City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: January 29, 2026 Staff Member/Dept: Robyn Mattison, City Engineer

Agenda Item: Recommendation to Right-of-Way Encroachment Agreement #27002 between the City of Ketchum and Macco Properties LLC.

#### Recommended Motions:

I move to authorize the Mayor to sign Right-of-Way Encroachment Agreement 27002 between the City and Macco Properties LLC, owner of the property located at 215 Bald Mountain Road.

#### Reasons for Recommendation:

- A small (approx. 2,200-SF) portion of the city owned Warm Springs Preserve parcel extends to between two lots on Bald Mountain Rd.
- The owner of 215 Bald Mountain Rd Unit 2 had previously maintained a fence and landscaping on the city parcel. The fence was removed for construction of utilities to serve the Warm Springs Preserve. The owner would like to re-install the fence and repair grass/landscaping to its previous condition.
- The city has no immediate use for the property and does not wish to maintain the area. The City agreed to offer its use of the parcel to the owner through a revocable encroachment permit.
- 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 Right-of-Way Encroachment Agreement allows the adjacent owner to install a fence and maintain an unused portion of the city parcel. The agreement is revocable should the city have a use for the parcel in the future.

Pursuant to Ketchum Municipal Code §12.12.040.C, a Right-of-Way Encroachment Permit is required for any permanent fixture or structure encroaching into the public right-of-way. The accompanying Right-of-Way Encroachment Agreement is designed to protect the City in the event that the proposed encroachment requires repair, relocation, or removal. The standards for issuing a Right-of-Way Encroachment Permit, as outlined in Ketchum Municipal Code §12.12.060, are met by the encroachments in the Warm Springs Preserve parcel.

#### 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 27002 with Exhibit "A"

**WHEN RECORDED, PLEASE RETURN TO:**

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

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**RIGHT-OF-WAY ENCROACHMENT AGREEMENT 27002**

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the CITY OF KETCHUM, IDAHO, a municipal corporation ("Ketchum"), whose address is Post Office Box 2315, Ketchum, Idaho and William Shattuck, representing Macco Properties LLC, (collectively referred to as "Owner") whose mailing address is 711 W 17th St Ste F10 Costa Mesa, CA 92627.

*RECITALS*

WHEREAS, Owner is the owner of real property located at 215 Bald Mountain Road 2 and legally described as Sun River Townhomes Sublot 2 ("Subject Property"), located within the City of Ketchum, State of Idaho; and

WHEREAS, Owner wishes to permit placement of fencing and landscaping improvements within the city owned parcel between 215 Bald Mountain Road and 205 Bald Mountain Road. 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, the Owner will restore 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 fencing and landscaping identified in Exhibit "A" within the city parcel between 215 Bald Mountain Road and 205 Bald Mountain Road, until notified by Ketchum to remove the improvements at which time Owner shall remove improvements 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 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. Successors and Assigns - This Agreement shall be binding upon and inures to the benefit of each of the parties hereto and their respective successors and assigns.

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

13. 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:

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

William Shattuck  
Macco Properties LLC  
Its: Member

CITY OF KETCHUM:

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

Peter Prekeges  
Its: Mayor

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

On this \_\_\_\_\_ day of \_\_\_\_\_, 2026, before me, the undersigned Notary Public in and for said State, personally appeared WILLIAM SHATTUCK, 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 \_\_\_\_\_

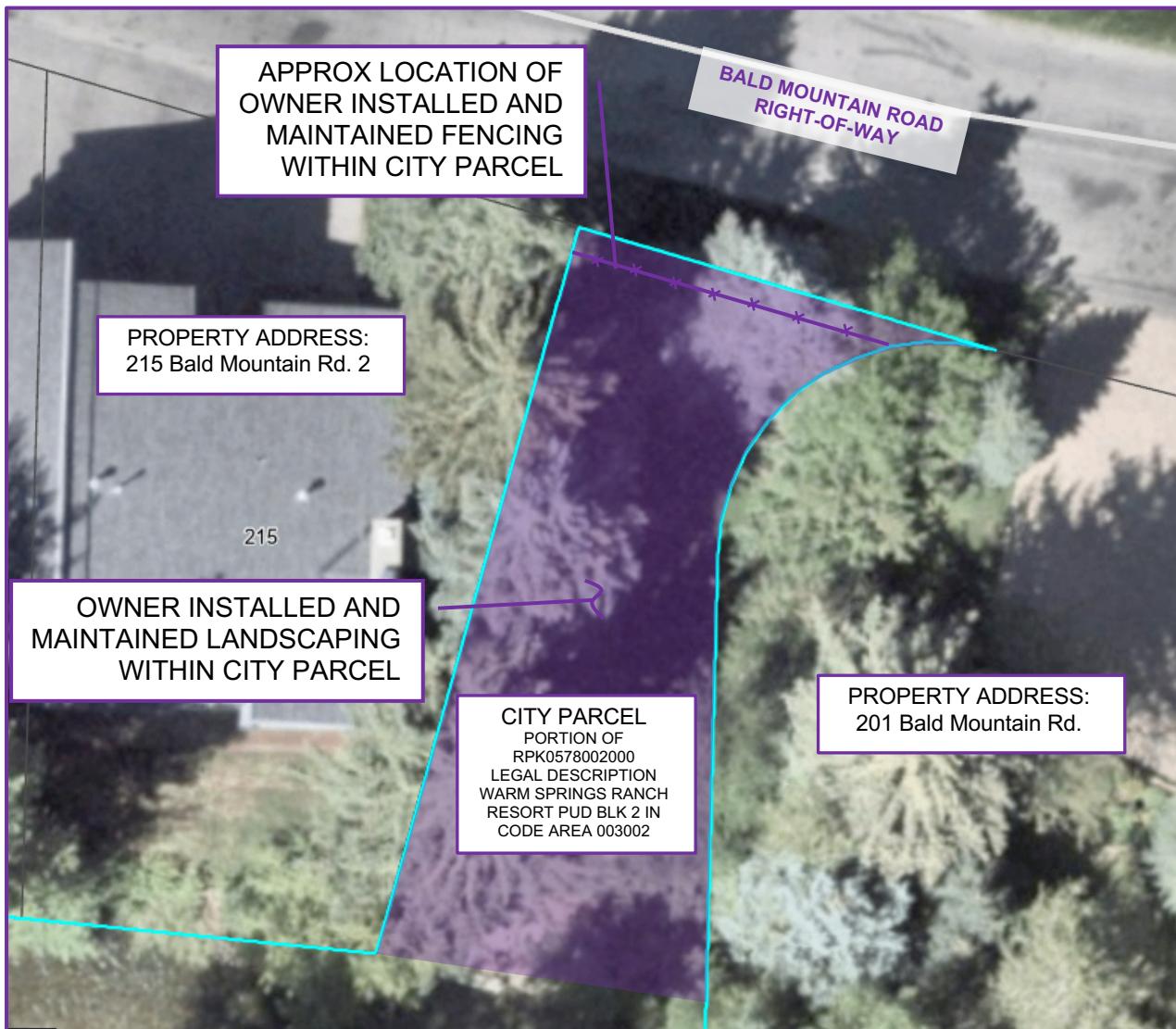
STATE OF IDAHO      )  
                          ) ss.  
County of Blaine      )

On this \_\_\_\_ day of \_\_\_\_\_, 2026, before me, the undersigned Notary Public in and for said State, personally appeared PETER PREKEGES, 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: January 22, 2026 Staff Member/Dept: Rian Rooney / Housing

Agenda Item: Request to Authorize Housing Department to Release Ownership and Preservation Program Funds

#### Recommended Motion:

I move to approve 1) authorization of up to \$225,000 for the Ownership and Preservation Program to purchase a Category Local restriction on a condominium unit and 2) up to \$75 for a title insurance policy.

#### Reasons for Recommendation:

- The purchaser has been qualified for participation by the BCHA and meets the requirements of the Ownership and Preservation Program Policies.
- The unit is located in Ketchum and meets the requirements of the Ownership and Preservation Program Policies.
- Conversion of existing housing units to deed-restricted community housing is consistent with the objectives of Goal 1 of the Housing Action Plan.
- The Ownership and Preservation Program provides assistance to locals in accessing homeownership, a goal identified in the Housing Action Plan.

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

##### **GOAL 1: CREATE + PRESERVE HOUSING**

##### ***Ownership and Preservation Program***

On January 24, 2024, the Housing Department launched the Ketchum Ownership and Preservation Pilot Program. The Ownership and Preservation Program (OPP) offers cash incentives to homeowners or homebuyers in Ketchum in exchange for recording a Category Local deed restriction on their property, limiting ownership and occupancy of the home to qualified locals in Blaine County, Idaho. OPP funds may be sought by qualifying local households who will occupy the home as their full-time, primary residence, work in Blaine County (or meet qualifying exceptions), and either (1) are existing homeowners in Ketchum or (2) are looking to purchase a home in Ketchum.

The OPP offers two Category Local deed restrictions from which applicants can choose. The first is a light deed-restriction, which does not cap appreciation. The second is an appreciation-capped deed restriction, similar to the Blaine County Housing Authority's other income category deed restrictions. The OPP offers 15% of a home's market value, up to \$125,000, for a light restriction. 30% of a home's market value, up to \$225,000, is available for an appreciation-capped restriction. Market value is a determined by the lesser of the purchase price or the appraised value of the home. Additional information on the program is located at [projectketchum.org/own](http://projectketchum.org/own).

### ***Funding Requested***

The home is a 2-bedroom, 2.5-bathroom condominium in west Ketchum. The home is under contract with the applicant for \$875,000. The home has not yet been appraised. The buyer applied to the Ownership and Preservation Program and is qualified under the program. They have requested an appreciation-capped deed restriction. The OPP will provide 30% of the market value of the home for the deed restriction, up to \$225,000 (30% of \$875,000 is \$262,500). If the appraisal were to come in at less than \$750,000, the City would provide 30% of the appraised value, which would be less than the maximum of \$225,000.

Once deed-restricted, the home's base price will be the purchase price (\$825,000) less the funds provided for the deed restriction (~\$225,000). Appreciation will begin from the base price of ~\$600,000 ensuring the public investment remains with the home long term and through a succession of future owners. The deed restriction does not impact or limit the amount of HOA assessments and dues for the unit within the HOA. However, non-luxury capital improvements may, with review and approval, be added to the resale value with applicable depreciation under the terms of the deed restriction.

In addition to purchasing the deed restriction, staff recommends purchasing a title insurance policy covering the deed restriction's value, insuring the position and recording of the deed restriction on title.

### ***Next Steps***

Following confirmation of the appraisal, staff will request that a check for 30% of the market value, up to \$225,000, of the home be delivered to an escrow account at the title company for closing along with the deed restriction and associated documents. Upon confirmation of loan approval and final review, funds will be released from escrow at closing and the deed restriction and associated documents will be recorded.

### **Sustainability Impact:**

Deed-restricted homes house members of the community locally, ensuring that residents are closer to their places of work, recreation, and other services. This proximity helps to decrease transportation time and reduce vehicle-related emissions associated with commuting to and from work from outside of the community.

Additionally, the Ownership and Preservation Program converts existing housing units in Ketchum into community housing, utilizing existing housing stock, land, and resources to achieve community housing goals.

### **Financial Impact:**

None OR Adequate funds exist in account:	Up to \$225,000 in funds for the deed restriction purchase and an additional \$75 for a title insurance policy will be released from the Housing Department's budget (deed-restriction program line item). There are adequate funds in the account.
--	---



# FY26-Q1 Report to the City of Ketchum



## Service Excellence

- ★ Provide a safe environment for our riders & employees
- ★ Expand service into more neighborhoods
- ★ Increase frequency of service
- ★ Support drivers as community outreach ambassadors
- ★ Improve customer-facing tech

## Organizational Integrity

- ★ Uphold a high bar for ethics, integrity & transparency
- ★ Recruit, train & retain a high-quality, diverse workforce
- ★ Build a succession plan for all positions in the organization
- ★ Develop & execute a 10-year Mobility & Infrastructure Plan

## Strategic Framework

## Environmental Commitment

- ★ Operate a 100% electric fleet
- ★ Reduce carbon footprint: ZEVs, infrastructure, operations
- ★ Build & operate facilities re: best practices for sustainability
- ★ Promote environmentally friendly mobility: walk, bike, bus, van

## Community Engagement

- ★ Inspire everyone to be a Mountain Rides rider
- ★ Nurture healthy, productive relationships with JPs & partners
- ★ Boost Mountain Rides brand
- ★ Expand reach & engagement throughout the community(s)

## Economic Sustainability

- ★ Diversify funding sources
- ★ Retain maximum revenue diversity & flexibility to support Federal & other grants
- ★ Maintain integrity of budgets & financial performance



# FY26-Q1 Report to the City of Ketchum



## Service Excellence

- ★ Continued with robust ridership on ADA & CHT services
- ★ Upgraded TransLoc, our customer-facing app: routes, stops, schedules

## Organizational Integrity

- ★ Cross-trained all drivers to drive all routes & schedules
- ★ Effectively transitioned to new Finance & Admin management & staff

## FY26-Q1 Results

## Environmental Commitment

- ★ Operated ~85% electric fleet
- ★ Surpassed 1 million BEB service miles, eliminating ~5,300 TONS of GHG emissions

## Community Engagement

- ★ Earned Net Promoter Score (NPS) of +71 (excellent) for Q4-2025
- ★ Continued ongoing survey of the community

## Economic Sustainability

- ★ Closed FY25 with a small operating surplus
- ★ Applied for \$7.5M Operating & \$2.4M Capital Grants for FY27 + FY28

## Rural ED Pro Reporting

(Due the 7<sup>th</sup> of September, November, January, March, May, & July...for the previous 2 months. If the 7<sup>th</sup> falls on a weekend, the report is due the following Monday)

### Program: Blaine County (Sun Valley Economic Development)

Date Range: November-December 2025

Submit to: [ruralreports@commerce.idaho.gov](mailto:ruralreports@commerce.idaho.gov)

#### 1. Executive Summary

Key Achievements:

- Selected, announced and began the transition of a new Executive Director.
- Emphasis of the transition work has been on establishing relationships at the state, municipal and private sector member levels, in addition to knowledge transfer in major advocacy areas, such as housing/land use, workforce development, early childhood learning and sustainability.
- Attended a “Legislative Day” with our District 26 Idaho state representatives, with invitations to meet further with them in Boise during the upcoming 2026 session.
- Began foundation-laying discussions with multiple departments within Boise State University to expand relationships and discuss collaboration opportunities.

Summarize the top 2-5 points within 1-3 sentences. Make sure any information in the executive summary is covered in further detail in the rest of the report

#### 2. Project Updates

**New ED for SVED** – After 15 years, Harry Griffith is stepping down as Executive Director of SVED. Mel Jackson has been selected by the SVED Board to succeed Harry. SVED is fortunate that Harry and Mel are able to transition the role over a few months in late 2025 and early 2026. Harry will continue in a part-time consulting capacity for SVED through 2026.

**ARCH Leadville Housing Project** – Submitted a letter of support to the City of Ketchum for this proposed 11-unit housing project, which subsequently received P&Z approval to proceed.

**River Bend Community Housing Project** – Submitted a letter of support to the Blaine County Commissioners for this proposed 77-unit housing project near St. Luke’s Wood River Hospital, which subsequently received approval to proceed.

**Goldman Sachs 10,000 Small Businesses** – Made a final marketing push and was able to get one SVED member to apply for this business training program before the deadline. In total, we had four applications submitted from Blaine County for this program.

**Alpine World Cup** – Completed an Economic Impact Analysis of the 2025 event indicating the value to Idaho and the local community was approximately \$16 Million in total. We have been told that an announcement regarding the 2027 event will be forthcoming in January 2026.

**Viceroy Hotel Ketchum** – Visited and toured the new 71-key hotel site with the ownership group. Project schedule calls for an early summer soft opening with full operations expected in July.

**America 250 Grant** – Submitted a letter of support for the City of Hailey for grant-funding for a series of historical floats for their 4<sup>th</sup> of July parade, which is traditionally a big economic driver in the county.

**SVED Economic Roundtable (Q1 2026)** – Planning has started on this.

**5B CAN** - Attended the Land Use & Transportation task force session within the much-broader December meeting of this regional sustainability and climate program to both introduce myself and learn. Later provided comments on their proposed local sustainability certification program document.

Include all projects that are currently ongoing in your area, even if you are not directly involved. This should be: Ongoing Commerce funded projects, construction projects, planning projects, and business attraction. If your project is confidential, please make a note.

### 3. Community Impact

- Met with representatives at BSU in the following areas:
  - Resort & Hospitality Management (for vocational training and internships)
  - Idaho Policy Institute (for Land Use)
  - Economic Development (for general relationship background)
  - College of Innovation & Design (for Cyber Security)
- Made introductions (with Ketchum hotel properties) regarding internships as well as planning a future Economic Roundtable based on discussions with the groups above.
- Met with board members of Ketchum Business Advisory Group to both introduce myself and discuss ways in which we could work together in 2026 and beyond.
- Met with Frontier Community Resources to both introduce myself and discuss ways that our two organizations can continue to support one another.
- Met with Blaine County Recreation District to both introduce myself and discuss ways that SVED could support them going forward (e.g. renewed ballot initiative for bond). Later I introduced BCRD to Frontier Community Resources and sat in on a call between them to explore possible grant opportunities.

The community impact section should be for projects that are directly tied to community improvement. This could be non-construction updates for housing, parks, recreation, and community events that bring in tourists and visitors. This section is where you should include any grants that were submitted/awarded. Include any businesses that have moved in or out of your community

### 4. Stakeholder Engagement

- Met with the **City of Ketchum** to introduce myself as new ED and to discuss ways SVED could help the City in 2026 and beyond. City personnel invited me to join their Technical Advisory Group as it resumes in 2026. I also attended a code-training session put on by the city.
- Met with the **City of Bellevue** to introduce myself as new ED and to discuss ways SVED could help the City in 2026 and beyond. Expressed a desire for one representative to attend the annual SVED retreat in January 2026 and to eventually nominate an ex-officio member to SVED's board. Suggested that they apply for a 5k SMILES grant via Frontier Community Resources before its deadline of 12/31/25. Finally, I expressed the hope that our renewed efforts in the South Valley (forthcoming in 2026) would convince them to support SVED financially as a dues-paying member.
- Met with multiple departments within **Idaho Commerce** (including Director Kealey) shortly after being named new Executive Director.
- Met with **Tom Beckwith**, Region VII representative of Idaho Commerce Economic Advisory Group.
- Met with **Wendy Jaquet** (former legislator and current influencer) to both introduce myself and get her take on our municipal governments as well as a preview of the

upcoming state legislative session. Attended the District 26 Legislative Day she organized where I met our state legislators as well as numerous local government officials. She also invited me to attend an upcoming City Tours event in Montana (April 2026).

- Met with **Wendolyn Holland**, Commissioner with City of Ketchum's Historic Preservation Commission.
- Met 1-on-1 with **Jules Belyea** of Idaho Commerce's Rural Services Team.
- Via a SVED Board Member, requested that she convince her friend, the Mayor of Carey, to apply for a 5k SMILES grant via Frontier Community Resources before its year-end deadline.

Include any meetings with any elected officials, businesses, government agencies. This section is where all Main Street updates should go. The Main Street Section should include any updates to the downtown areas of cities.

## 5. Events

**Visit Sun Valley – Outdoor Recreation Group Meeting** – I attended this semi-annual meeting to get the pulse from recreation outfitters active in the area.

**SVED Executive Committee and Full Board December Meetings** – These both took place in December.

**Visit Sun Valley – Lodging Association** – Attended this call in December.

**Visit Sun Valley – December Board Meeting** – Attended in-person in December. Later provided comments on their draft Resident Sentiment survey.

**Sun Valley Film Festival** – Successful 14<sup>th</sup> annual film festival with a new early-December date, helping to fill a soft spot in the tourism calendar.

This section will include all the events that you attended. Events that should be documented are conferences, board meetings, summits, presentations, and state events. Please include any major takeaways or discoveries

## 6. Financial Overview

- Reconciliation of Fiscal 2025 Year-End Actuals vs. Budget
- Preparation of Fiscal 2026 Draft Budget

This section should include any financial updates that IDOC needs to know about

## 7. Businesses Contacted – All Contacts were onsite Meetings:

- **Conrad Brothers**
- **Viceroy Hotel**
- **Zenergy SV**
- **Hunger Coalition**
- **Keller Williams Realty**
- **Zion's Bank**
- **The Cellar Pub**
- **Idaho Power**
- **Fly Sun Valley Alliance**
- **Visit Sun Valley**
- **Cox**
- **Limelight Hotel**

- **Spur Foundation**
- **Idaho First Bank**
- **Michael Doty Associates**
- **Sawtooth Brewery**
- **Far + Wise**
- **Sun Valley Culinary Institute**
- **Idaho Mountain Express**
- **City of Sun Valley**
- **City of Ketchum**
- **City of Hailey**
- **City of Bellevue**
- **Blaine County**
- **Sun Valley Company**
- **Babson College**
- **Frontier Community Resources**
- **Blaine County Recreation District**
- **Wood River Housing Trust**
- **Visit Sun Valley**

List all businesses contacted.



## CITY COUNCIL SPECIAL MEETING AGENDA MEMO

Meeting Date:	January 29, 2026	Staff	Abby Rivin, Senior Planner
		Member/Dept:	Planning and Building Department

Agenda Item:	Recommendation to review and approve the Lot Consolidation Preliminary Plat Application for the ARCH Workforce Housing Project at 140 & 180 N Leadville Avenue.
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### Recommended Motion:

"I move to approve the Lot Consolidation Preliminary Plat for the ARCH Workforce Housing Project and adopt the Findings of Fact and Decision."

### Reasons for Recommendation:

- ARCH Community Housing Trust is proposing to develop a new workforce housing project at 140 and 180 N Leadville Avenue in the Mixed-Use Subdistrict of the Community Core (CC-2 Zone). The project will combine two existing lots and develop 10 new workforce housing units while preserving a historic home.
- Lot consolidations are permitted in the CC-2 Zone subject to the additional standards specified in Ketchum Municipal Code (KMC) §16.04.030.C4. The application meets all applicable lot consolidation standards, preliminary plat requirements, and subdivision regulations.
- The Planning and Zoning Commission recommended approval of the Lot Consolidation Preliminary Plat to the City Council on December 9, 2025.

### Policy Analysis and Background:

#### Introduction

ARCH Community Housing Trust is proposing to develop a new workforce housing project at 140 and 180 N Leadville Avenue in the Mixed-Use Subdistrict of the Community Core (CC-2 Zone). The project will combine two existing lots and develop 10 new workforce housing units while preserving a historic home. Lot consolidations are permitted in the CC-2 Zone subject to the additional standards specified in KMC §16.04.030.C4. Attachment 2 shows the proposed Lot Consolidation Preliminary Plat.

The development parcel is comprised of two existing lots. Lot 3 at 140 N Leadville Avenue is vacant. The corner lot at 180 N Leadville Avenue contains an existing home listed on the City's Historic Building List and a detached garage. The garage encroaches into the block 22 alley and will be removed. The applicant has repaired and rehabilitated the home for occupancy as a workforce housing unit. The Planning and Building Department issued a building permit for this work in February of 2025. The Certificate of Occupancy was issued on January 22, 2026.

The project will combine the two lots into one parcel and develop three new three-story residential buildings and two new carport structures. Together, the historic home and new buildings will provide 11 workforce housing units. Each unit will have one off-street parking space, one storage space, and one

bicycle space within the carports.

## Process

The Planning and Zoning Commission held public hearings on the Design Review and Lot Consolidation Preliminary Plat applications for the ARCH Workforce Housing Project on November 25 and December 9, 2025. On December 9, the Commission approved the Design Review application and recommended approval of the Lot Consolidation Preliminary Plat to the City Council. The Commission adopted its Findings of Fact and Recommendation on January 20, 2026.

## Lot Consolidation Standards

Pursuant to KMC §16.04.030.C4, preliminary plat applications for lot consolidations demonstrate conformance with:

- All applicable building permit and land use development approvals,
- All applicable zoning regulations in Title 17 of KMC, and
- General conformance with the comprehensive plan.

The Commission found that the ARCH Workforce Housing Project meets all Design Review criteria and standards. Condition #1 in the draft Council Findings (Attachment 3) ties the lot consolidation to the project's Design Review approval. Planning staff reviewed the project for conformance with all applicable zoning code requirements including permitted uses, dimensional limitations, signage, parking, development standards, and dark skies. The project complies with all applicable zoning regulations.

## Comprehensive Plan Conformance

The Commission and Planning staff believe the project conforms with the 2014 Comprehensive Plan. The Future Land Use Map designates the subject property as Mixed-Use Commercial. This designation encourages a mix of commercial and residential uses and calls for new developments that are oriented towards streets and sidewalks to support a pedestrian-friendly environment. The two proposed buildings along Leadville Avenue face the street with front porches that connect to the sidewalk. Open space and separation between the detached buildings reduce the visual scale of the development and soften its overall mass.

The 2014 Plan encourages housing in the downtown core, especially workforce and attainable housing close to jobs, services, and transit. Policy M-1.3 encourages housing density downtown to, "increase opportunities for walking, bicycling, and transit ridership and reduce vehicle trips" (page 42). In addition, the 2014 Plan encourages increasing the supply of attainable housing (Policy H-1.2) and the integration of affordable housing in neighborhoods (Policy H-1.3). The project will provide 11 new workforce housing units downtown.

The 2014 Plan calls for preserving historic resources and for new development that is contextually compatible with the surrounding neighborhood. The project preserves the existing historic home. The new buildings are similar in size to nearby developments, including the three-story duplex across the alley and the two-story commercial building to the south on Leadville Avenue. The Commission found that the project fits the scale and character of the neighborhood.

## Preliminary Plat Requirements

City staff reviewed the Lot Consolidation Preliminary Plat application for conformance with preliminary plat requirements (KMC §16.04.030) and subdivision development and design standards (KMC §16.04.040). Certain standards are not applicable because the lot consolidation combines two existing

lots and does not create multiple new lots that form blocks around new streets. Attachment 3 provides a complete analysis of the applicable standards. The Commission found that the application complies with all required subdivision regulations.

### **Recommendation**

Staff recommends that the City Council approve the Lot Consolidation Preliminary Plat for the ARCH Workforce Housing Project and adopt the Findings of Fact and Decision (Attachment 3).

#### **Sustainability Impact:**

A key concept of the 2014 Comprehensive Plan is adding residential density in the downtown and activity centers. The 2014 Plan states, "Adding units within areas already largely 'built up' is the most sustainable development pattern, because it lessens the need for costly infrastructure improvements, including utilities and transportation services. It also makes walking, bicycling and transit more practical."

#### **Financial Impact:**

None OR Adequate funds exist in account:	There is no financial request to the city associated with this application; therefore, there is no budgetary impact.
--	--

#### **Attachments:**

1. Preliminary Plat Application & Supporting Documents
2. Lot Consolidation Preliminary Plat
3. Draft City Council Findings of Fact and Decision

**Attachment 1**

Preliminary Plat Application  
&  
Supporting Documents



## City of Ketchum Planning & Building

OFFICIAL USE ONLY	
Application Number:	P25-039
Date Received:	7/22/25
By:	GB
Fee Paid:	\$3900
Approved Date:	
By:	

### Subdivision Application-Preliminary Plat

Submit completed application and documentation to [planningandzoning@ketchumidaho.org](mailto:planningandzoning@ketchumidaho.org) Or hand deliver to Ketchum City Hall, 191 5<sup>th</sup> St. W. Ketchum, ID If you have questions, please contact the Planning and Building Department at (208) 726-7801. To view the Development Standards, visit the City website at: [www.ketchumidaho.org](http://www.ketchumidaho.org) and click on Municipal Code. You will be contacted and invoiced once your application package is complete.

APPLICANT INFORMATION			
Name of Proposed Subdivision: 180 Leadville Subdivision			
Owner of Record: ARCH Community Housing Trust, Inc.			
Address of Owner: POB 356, 9 Hailey, ID 83333			
Representative of Owner: Opal Engineering/Galena-Benchmark Engineering	Phone #: 208 720-9608 208-726-9512		
Email: sam@opal-engineering.com / dave@galena-benchmark.com			
Legal Description: Ketchum Townsite: Blk 22, Lots 3 & 4		RPK RPK00000220040 and RPK00000220030	
Street Address: 140 and 180 Leadville Avenue			
SUBDIVISION INFORMATION			
Number of Lots/Parcels: 2			
Total Land Area: 0.25 acre			
Current Zoning District: CC - Community Core			
Proposed Zoning District: CC – Community Core			
Overlay District:			
TYPE OF SUBDIVISION			
Condominium <input type="checkbox"/>	Land X <input checked="" type="checkbox"/>	PUD <input type="checkbox"/>	Townhouse <input type="checkbox"/>
Adjacent land in same ownership in acres or square feet: no			
Easements to be dedicated on the final plat: No new easements.			
Briefly describe the improvements to be installed prior to final plat approval: 10 new units of workforce housing and 11 carports.			
ADDITIONAL INFORMATION			
All lighting must be in compliance with the City of Ketchum's Dark Sky Ordinance			
One (1) copy of Articles of Incorporation and By-Laws of Homeowners Associations and/or Condominium Declarations			
One (1) copy of current title report and owner's recorded deed to the subject property			
One (1) copy of the preliminary plat			
All files should be submitted in an electronic format to <a href="mailto:planningandzoning@ketchumidaho.org">planningandzoning@ketchumidaho.org</a>			

Applicant agrees in the event of a dispute concerning the interpretation or enforcement of the Subdivision Application in which the City of Ketchum is the prevailing party to pay reasonable attorney's fees and costs, including fees and costs of appeal for the City of Ketchum. Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, city officials, agents and employees from and for any and all losses, claims, actions, judgments for damages, or injury to persons or property, and losses and expenses caused or incurred by Applicant, its servants, agents, employees, guests and business invitees and not caused by or arising out of the tortious conduct of city or its officials, agents or employees. Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct.

*Michelle Griffith*

Applicant Signature

*June 13 2025*

Date

**Instrument # 706746**

HAILEY, BLAINE, IDAHO  
06-21-2024 3:57:46 PM No. of Pages: 3  
Recorded for: TITLEONE - TWIN FALLS  
STEPHEN McDougall GRAHAM Fee: \$15.00  
Ex-Officio Recorder Deputy: GBW  
Electronically Recorded by Simplifile

**Quitclaim Deed**

For value received, **180 Leadville LLC, an Idaho limited liability company**

Does hereby convey, release, remise, and forever quit claim unto

**Arch Community Housing, Inc., a non-profit corporation**

whose current address is PO Box 1292, Ketchum, ID 83340,

the following described premises:

**See Exhibit A, attached hereto and incorporated herein.**

To have and to hold the said premises, unto the said grantees, heirs and assigns forever.

Remainder of this page intentionally left blank.

**THIS INSTRUMENT FILED FOR RECORD  
BY SUN VALLEY TITLE AS AN  
ACCOMMODATION ONLY. IT HAS NOT  
BEEN EXAMINED AS TO ITS EXECUTION  
OR AS TO ITS EFFECT UPON THE TITLE.**

Date: 06/17/2024

180 Leadville LLC, an Idaho limited liability company

Robert Reniers  
By: Robert Reniers, Member

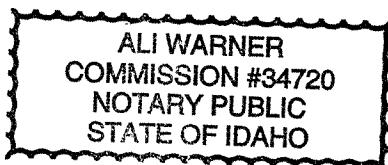
Elizabeth Reniers  
By: Elizabeth Reniers, Member

State of IDAHO  
County of BLAINE, ss.

This record was acknowledged before me on 6/21/2021 by Robert Reniers and Elizabeth Reniers as members of 180 Leadville LLC.

Notary Public

My Commission Expires: 9/19/24.



**EXHIBIT A**  
**LEGAL DESCRIPTION OF THE PREMISES**

Lots 3 and 4, Block 22 of the VILLAGE OF KETCHUM, BLAINE COUNTY, IDAHO, according to the official plat thereof, recorded as Instrument No. 302967, records of Blaine County, Idaho.



**CLTA GUARANTEE FORM NO. 12**  
**LOT BOOK**  
**Issued By**  
**TITLE RESOURCES GUARANTY COMPANY**

SUBJECT TO THE EXCLUSIONS FROM COVERAGE, AND THE GUARANTEE CONDITIONS ATTACHED HERETO AND MADE A PART OF THIS GUARANTEE,

**TITLE RESOURCES GUARANTY COMPANY**  
 a corporation, herein called the Company,

**GUARANTEES**

the Assured named in Schedule A against loss not exceeding the liability amount stated in Schedule A sustained by the Assured by reason of any incorrectness in the set forth in Schedule A.

**Authorized Issuing Agent:**  
**TITLEONE**

**TITLE RESOURCES GUARANTY COMPANY**

By:

  
 J. Scott McCall, President/CEO

By:

  
 Owen E. Girard, Secretary

**EXCLUSIONS FROM COVERAGE**

Except as expressly provided by the assurances in Schedule A, the Company assumes no liability for loss or damage by reason of the following:

- (a) Defects, liens, encumbrances, adverse claims or other matters affecting the title to any property beyond the lines of the Land.
- (b) Defects, liens, encumbrances, adverse claims or other matters, whether or not shown by the Public Records (1) that are created, suffered, assumed or agreed to by one or more of the Assureds; or (2) that result in no loss to the Assured.
- (c) Defects, liens, encumbrances, adverse claims or other matters not shown by the Public Records.
- (d) The identity of any party shown or referred to in any of the schedules of this Guarantee.
- (e) The validity, legal effect or priority of any matter shown or referred to in any of the schedules of this Guarantee.
- (f) (1) Taxes or assessments of any taxing authority that levies taxes or assessments on real property; or, (2) proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not the matters excluded under (1) or (2) are shown by the records of the taxing authority or by the Public Records.
- (g) (1) Unpatented mining claims; (2) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (3) water rights, claims or title to water, whether or not the matters excluded under (1), (2) or (3) are shown by the Public Records.

## GUARANTEE CONDITIONS

### 1. Definition of Terms.

The following terms when used in the Guarantee mean:

- (a) the "Assured": the party or parties named as the Assured in Schedule A, or on a supplemental writing executed by the Company.
- (b) "Land": the Land described or referred to in Schedule A, and improvements affixed thereto which by law constitute real property. The term "Land" does not include any property beyond the lines of the area described or referred to in Schedule A, nor any right, title, interest, estate or easement in abutting streets, roads, avenues, alleys, lanes, ways or waterways.
- (c) "Mortgage": mortgage, deed of trust, trust deed, or other security instrument.
- (d) "Public Records": those records established under California statutes at Date of Guarantee for the purpose of imparting constructive notice of matters relating to real property to purchasers for value and without knowledge.
- (e) "Date of Guarantee": the Date of Guarantee set forth in Schedule A.
- (f) "Amount of Liability": the Amount of Liability as stated in Schedule A.

### 2. Notice of Claim to be Given by Assured.

The Assured shall notify the Company promptly in writing in case knowledge shall come to the Assured of any assertion of facts, or claim of title or interest that is contrary to the assurances set forth in Schedule A Schedule A and that might cause loss or damage for which the Company may be liable under this Guarantee. If prompt notice shall not be given to the Company, then all liability of the Company shall terminate with regard to the matter or matters for which prompt notice is required; provided, however, that failure to notify the Company shall in no case prejudice the rights of the Assured under this Guarantee unless the Company shall be prejudiced by the failure and then only to the extent of the prejudice.

### 3. No Duty to Defend or Prosecute.

The Company shall have no duty to defend or prosecute any action or proceeding to which the Assured is a party, notwithstanding the nature of any allegation in such action or proceeding.

### 4. Company's Option to Defend or Prosecute Actions; Duty of Assured to Cooperate.

Even though the Company has no duty to defend or prosecute as set forth in Paragraph 3 above:

- (a) The Company shall have the right, at its sole option and cost, to institute and prosecute any action or proceeding, interpose a defense, as limited in Paragraph 4 (b), or to do any other act which in its opinion may be necessary or desirable to establish the correctness of the assurances set forth in Schedule A or to prevent or reduce loss or damage to the Assured. The Company may take any appropriate action under the terms of this Guarantee, whether or not it shall be liable hereunder, and shall not thereby concede liability or waive any provision of this Guarantee. If the Company shall exercise its rights under this paragraph, it shall do so diligently.
- (b) If the Company elects to exercise its options as stated in Paragraph 4(a) the Company shall have the right to select counsel of its choice (subject to the right of the Assured to object for reasonable cause) to represent the Assured and shall not be liable for and will not pay the fees of any other counsel, nor will the Company pay any fees, costs or expenses incurred by an Assured in the defense of those causes of action which allege matters not covered by this Guarantee.
- (c) Whenever the Company shall have brought an action or interposed a defense as permitted by the provisions of this Guarantee, the Company may pursue any litigation to final determination by a court of competent jurisdiction and expressly reserves the right, in its sole discretion, to appeal from an adverse judgment or order.
- (d) In all cases where this Guarantee permits the Company to prosecute or provide for the defense of any action or proceeding, the Assured shall secure to the Company the right to so prosecute or provide for the defense of any action or proceeding, and all appeals therein, and permit the Company to use, at its option, the name of the Assured for this purpose. Whenever requested by the Company, the Assured, at the Company's expense, shall give the Company all reasonable aid in any action or proceeding, securing evidence, obtaining witnesses, prosecuting or defending the action or lawful act which in the opinion of the Company may be necessary or desirable to establish the correctness of the assurances set forth in Schedule A or to prevent or reduce loss or damage to the Assured.. If the Company is prejudiced by the failure of the Assured to furnish the required cooperation, the Company's obligations to the Assured under the Guarantee shall terminate.

5. Proof of Loss or Damage.
  - (a) In the event the Company is unable to determine the amount of loss or damage, the Company may, at its option, require as a condition of payment that the Assured furnish a signed proof of loss. The proof of loss must describe the defect, lien, encumbrance, or other matter that constitutes the basis of loss or damage and shall state, to the extent possible, the basis of calculating the amount of the loss or damage.
  - (b) In addition, the Assured may reasonably be required to submit to examination under oath by any authorized representative of the Company and shall produce for examination, inspection and copying, at such reasonable times and places as may be designated by any authorized representative of the Company, all records, books, ledgers, checks, correspondence and memoranda, whether bearing a date before or after Date of Guarantee, which reasonably pertain to the loss or damage. Further, if requested by any authorized representative of the Company, the Assured shall grant its permission, in writing, for any authorized representative of the Company to examine, inspect and copy all records, books, ledgers, checks, correspondence and memoranda in the custody or control of a third party, which reasonably pertain to the loss or damage. All information designated as confidential by the Assured provided to the Company pursuant to this paragraph shall not be disclosed to others unless, in the reasonable judgment of the Company, it is necessary in the administration of the claim. Failure of the Assured to submit for examination under oath, produce other reasonably requested information or grant permission to secure reasonably necessary information from third parties as required in the above paragraph, unless prohibited by law or governmental regulation, shall terminate any liability of the Company under this Guarantee to the Assured for that claim.
6. Options to Pay or Otherwise Settle Claims: Termination of Liability.

In case of a claim under this Guarantee, the Company shall have the following additional options:

  - (a) To pay or tender payment of the Amount of Liability together with any costs, attorneys' fees, and expenses incurred by the Assured that were authorized by the Company up to the time of payment or tender of payment and that the Company is obligated to pay.
  - (b) To pay or otherwise settle with the Assured any claim assured against under this Guarantee. In addition, the Company will pay any costs, attorneys' fees, and expenses incurred by the Assured that were authorized by the Company up to the time of payment or tender of payment and that the Company is obligated to pay; or
  - (c) To pay or otherwise settle with other parties for the loss or damage provided for under this Guarantee, together with any costs, attorneys' fees, and expenses incurred by the Assured that were authorized by the Company up to the time of payment and that the Company is obligated to pay.

Upon the exercise by the Company of either of the options provided for in 6 (a), (b) or (c) of this paragraph the Company's obligations to the Assured under this Guarantee for the claimed loss or damage, other than the payments required to be made, shall terminate, including any duty to continue any and all litigation initiated by the Company pursuant to Paragraph 4.
7. Limitation of Liability.
  - (a) This Guarantee is a contract of Indemnity against actual monetary loss or damage sustained or incurred by the Assured claimant who has suffered loss or damage by reason of reliance upon the assurances set forth in Schedule A and only to the extent herein described, and subject to the Exclusions From Coverage of this Guarantee.
  - (b) If the Company, or the Assured under the direction of the Company at the Company's expense, removes the alleged defect, lien or, encumbrance or cures any other matter assured against by this Guarantee in a reasonably diligent manner by any method, including litigation and the completion of any appeals therefrom, it shall have fully performed its obligations with respect to that matter and shall not be liable for any loss or damage caused thereby.
  - (c) In the event of any litigation by the Company or with the Company's consent, the Company shall have no liability for loss or damage until there has been a final determination by a court of competent jurisdiction, and disposition of all appeals therefrom.
  - (d) The Company shall not be liable for loss or damage to the Assured for liability voluntarily assumed by the Assured in settling any claim or suit without the prior written consent of the Company.
8. Reduction of Liability or Termination of Liability.

All payments under this Guarantee, except payments made for costs, attorneys' fees and expenses pursuant to Paragraph 4 shall reduce the Amount of Liability under this Guarantee pro tanto.

9. Payment of Loss.

- (a) No payment shall be made without producing this Guarantee for endorsement of the payment unless the Guarantee has been lost or destroyed, in which case proof of loss or destruction shall be furnished to the satisfaction of the Company.
- (b) When liability and the extent of loss or damage has been definitely fixed in accordance with these Conditions, the loss or damage shall be payable within thirty (30) days thereafter.

10. Subrogation Upon Payment or Settlement.

Whenever the Company shall have settled and paid a claim under this Guarantee, all right of subrogation shall vest in the Company unaffected by any act of the Assured claimant.

The Company shall be subrogated to and be entitled to all rights and remedies which the Assured would have had against any person or property in respect to the claim had this Guarantee not been issued. If requested by the Company, the Assured shall transfer to the Company all rights and remedies against any person or property necessary in order to perfect this right of subrogation. The Assured shall permit the Company to sue, compromise or settle in the name of the Assured and to use the name of the Assured in any transaction or litigation involving these rights or remedies.

If a payment on account of a claim does not fully cover the loss of the Assured the Company shall be subrogated to all rights and remedies of the Assured after the Assured shall have recovered its principal, interest, and costs of collection.

11. Arbitration.

Either the Company or the Assured may demand that the claim or controversy shall be submitted to arbitration pursuant to the Title Insurance Arbitration Rules of the American Land Title Association ("Rules"). Except as provided in the Rules, there shall be no joinder or consolidation with claims or controversies of other persons. Arbitrable matters may include, but are not limited to, any controversy or claim between the Company and the Assured arising out of or relating to this Guarantee, any service of the Company in connection with its issuance or the breach of a Guarantee provision, or to any other controversy or claim arising out of the transaction giving rise to this Guarantee. All arbitrable matters when the amount of liability is \$2,000,000 or less shall be arbitrated at the option of either the Company or the Assured. All arbitrable matters when the amount of liability is in excess of \$2,000,000 shall be arbitrated only when agreed to by both the Company and the Assured. Arbitration pursuant to this Guarantee and under the Rules shall be binding upon the parties. Judgment upon the award rendered by the Arbitrator(s) may be entered in any court of competent jurisdiction.

12. Liability Limited to This Guarantee; Guarantee Entire Contract.

- (a) This Guarantee together with all endorsements, if any, attached hereto by the Company is the entire Guarantee and contract between the Assured and the Company. In interpreting any provision of this Guarantee, this Guarantee shall be construed as a whole.
- (b) Any claim of loss or damage, whether or not based on negligence, or any action asserting such claim, shall be restricted to this Guarantee.
- (c) No amendment of or endorsement to this Guarantee can be made except by a writing endorsed hereon or attached hereto signed by either the President, a Vice President, the Secretary, an Assistant Secretary, or validating officer or authorized signatory of the Company.

13. Severability.

In the event any provision of this Guarantee, in whole or in part, is held invalid or unenforceable under applicable law, the Guarantee shall be deemed not to include that provision or such part held to be invalid, but all other provisions shall remain in full force and effect.

14. Choice of Law; Forum

- (a) Choice of Law: The Assured acknowledges the Company has underwritten the risks covered by this Guarantee and determined the premium charged therefor in reliance upon the law affecting interests in real property and applicable to the interpretation, rights, remedies, or enforcement of Guarantees of the jurisdiction where the Land is located.

Therefore, the court or an arbitrator shall apply the law of the jurisdiction where the Land is located to determine the validity of claims that are adverse to the Assured and to interpret and enforce the terms of this Guarantee. In neither case shall the court or arbitrator apply its conflicts of law principles to determine the applicable law.

- (b) Choice of Forum: Any litigation or other proceeding brought by the Assured against the Company must be filed only in a state or federal court within the United States of America or its territories having appropriate jurisdiction.

15. Notices, Where Sent.

All notices required to be given the Company and any statement in writing required to be furnished the Company shall include the number of this Guarantee and shall be addressed to the Company at 8111 LBJ Freeway, Ste. 1200, Dallas, TX 75251, or claims@titleresources.com.

**LOT BOOK GUARANTEE**  
Issued By  
**Title Resources Guaranty Company**

**SCHEDULE A**

**File No.** 25557243

**State:** ID

**County:** Blaine

<b>Guarantee No.</b>	<b>Liability</b>	<b>Date of Guarantee</b>	<b>Fee</b>
3581-LBG-25557243	\$1,000.00	June 17, 2025 at 7:30 a.m.	\$150.00

**Name of Assured:**

ARCH Community Housing Trust

The assurances referred to on the face page hereof are:

1. That, according to the Company's property records relative to the following described land (but without examination of those Company records maintained and indexed by name):

Lots 3 and 4, Block 22 of the VILLAGE OF KETCHUM, BLAINE COUNTY, IDAHO, according to the official plat thereof, recorded as Instrument No. 302967, records of Blaine County, Idaho.

2. The last recorded instrument purporting to transfer title to said land is:

Deed Type: Quit Claim Deed

Grantors: 180 Leadville LLC, an Idaho limited liability company

Grantees: ARCH Community Housing Trust, Inc., a non-profit corporation

Recorded Date: June 21, 2024

Instrument: 706746

[Click here to view](#)

3. There are no mortgages or deeds of trust which purport to affect title to said land, other than those shown below under Exceptions.
4. There are no (homesteads, agreements to convey, attachments, notices of non-responsibility, notices of completion, tax deeds) which purport to affect title to said land, other than shown below under Exceptions.
5. No guarantee is made regarding (a) matters affecting the beneficial interest of any mortgage or deed of trust which may be shown herein as an exception, or (b) other matters which may affect any such mortgage or deed of trust.
6. No guarantee is made regarding any liens, claims of liens, defects or encumbrances other than those specifically provided for above, and, if information was requested by reference to a street address, no guarantee is made that said land is the same as said address.

**EXCEPTIONS:**

1. NOTE: According to the available records, the purported address of the land referenced herein is:

140 N Leadville Ave, Ketchum, ID 83340 (Lot 3)

180 N Leadville Ave, Ketchum, ID 83340 (Lot 4)

2. Taxes, including any assessments collected therewith, for the year 2024 for which the first installment is paid, and the second installment is due and payable on or before June 20, 2025.

Parcel Number: [RPK00000220030](#)

Original Amount: \$3,750.12

Lot 3

3. Taxes, including any assessments collected therewith, for the year 2024 for which the first installment is paid, and the second installment is due and payable on or before June 20, 2025.

Parcel Number: [RPK00000220040](#)

Original Amount: \$4,040.90

Lot 4

4. Taxes, including any assessments collected therewith, for the year 2025 which are a lien not yet due and payable.

5. The Land described herein is located within the boundaries of the City of Ketchum and is subject to any assessments levied thereby.

6. Easements, reservations, restrictions, and dedications as shown on the official plat of [Ketchum Townsite](#).

7. All matters, and any rights, easements, interests or claims as disclosed by a Record of Survey recorded June 30, 2022 as Instrument No. [694711](#), records of Blaine County, Idaho.

**Sun Valley Title**

By:



**Nick Busdon, Authorized Signatory**

**JUDGMENT AND TAX LIEN GUARANTEE**  
Issued By  
Title Resources Guaranty Company

**SCHEDULE A**

**Amount of Liability:** \$1,000.00

**Fee Amount:** \$0.00

**Guarantee No.:** 3581-LBG-25557243

**Name of Assured:** ARCH Community Housing Trust

**Date of Guarantee:** June 17, 2025

That, according to the indices of the County Recorder of Blaine County, State of ID, for a period of 10 years immediately prior to the date hereof, there are no

- \* Federal Tax Liens
- \* Abstracts of Judgment, or
- \* Certificates of State Tax Liens

filed, or recorded against the herein named parties, other than those for which a release appears in said indices and other than those shown under Exceptions.

The parties referred to in this guarantee are as follows:

ARCH Community Housing Trust, Inc., a non-profit corporation

**Sun Valley Title**  
By:



**Nick Busdon, Authorized Signatory**

**SCHEDULE B**

**Exceptions:**

NONE

# **Attachment 2**

## **Lot Consolidation**

## **Preliminary Plat**



### VICINITY MAP

NOT TO SCALE

BLAINE COUNTY  
GIS POINT  
"K5TH-SPRUCE"

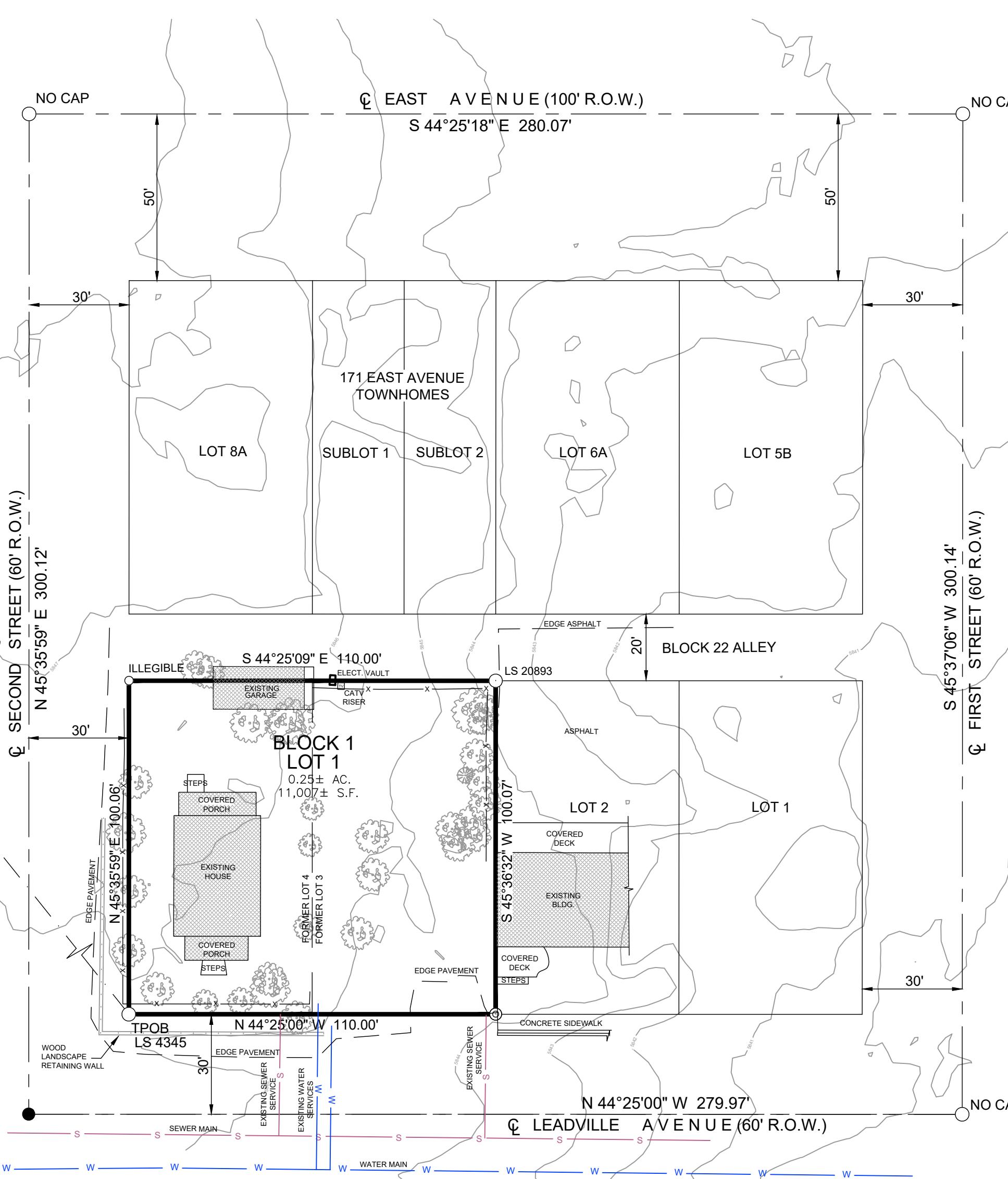
N 05° 56' 09" W 1800.41'  
BASIS OF BEARING

BLAINE COUNTY  
GIS POINT  
"LEADVILLE-RIVER"

S 07° 01' 02" W 1304.53'

S 07° 01' 02" W 1304.53'

S 07° 01' 02" W 1304.53'



### OWNER OF RECORD

ARCH COMMUNITY HOUSING TRUST  
P.O. BOX 3569  
HAILEY, ID 83333

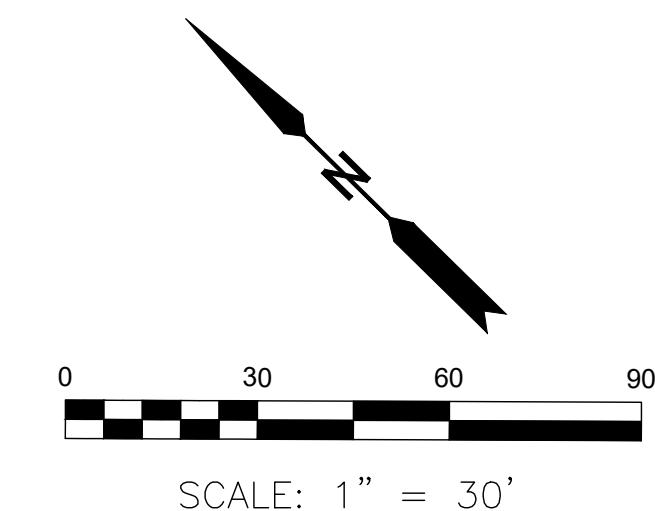
A PRELIMINARY PLAT SHOWING:

# 180 LEADVILLE SUBDIVISION

WHEREIN THE BOUNDARY COMMON TO KETCHUM TOWNSITE, BLOCK 22, LOTS 3 & 4  
IS ELIMINATED, CREATING A ONE LOT SUBDIVISION.

LOCATED WITHIN: SECTION 18, TOWNSHIP 4 NORTH, RANGE 18 EAST, B.M.,  
CITY OF KETCHUM, BLAINE COUNTY, IDAHO

JUNE 2025



### LEGEND

	PROPERTY BOUNDARY
	ADJOINING PROPERTY LINE
	LOT LINE TO BE ELIMINATED
	BLAINE COUNTY GIS TIES
	FENCE
	EDGE PAVEMENT
	WATER LINE (PER CITY RECORD DATA)
	SEWER LINE (PER CITY RECORD DATA)
	FOUND MAGNETIC NAIL (PER INST. NO. 649860)
	FOUND 1/2" REBAR (MARKED AS NOTED)
	FOUND 5/8" REBAR (MARKED AS NOTED)
	SET 5/8" REBAR PLS 20893
	DECIDUOUS TREE
	CONIFER TREE

### NOTES/SURVEYOR'S NARRATIVE:

1. THE PURPOSE OF THIS PLAT IS TO COMBINE LOTS 3 & 4 OF KETCHUM VILLAGE, BLOCK 22. ALL FOUND MONUMENTS WERE ACCEPTED AS EITHER ORIGINAL CORNERS, OR REPLACEMENTS OF ORIGINAL CORNERS. A 5/8" REBAR WITH NO CAP WAS FOUND AT THE INTERSECTION OF SECOND STREET AND LEADVILLE AVENUE. SAID REBAR WAS REMOVED DURING ROAD CONSTRUCTION AND RESET IN ITS ORIGINAL POSITION.
2. REFERENCES (RECORDS OF BLAINE COUNTY, IDAHO):
  - a. PLAT OF VILLAGE OF KETCHUM: INST. NO. 302967.
  - b. RECORD OF SURVEY OF KETCHUM TOWNSITE: BLOCK 22, LOTS 3 & 4, INST. NO. 694711.
  - c. PLAT OF KETCHUM TOWNSITE: BLOCK 22: LOTS 5B, 6A, 7A & 8A, INST. NO. 588272.
  - d. QUITCLAIM DEED: INST. NO. 706746.
3. DISTANCES SHOWN ARE MEASURED. REFER TO THE ABOVE REFERENCED DOCUMENTS FOR PREVIOUS RECORD DATA.
4. CONTOUR INTERVAL: 1' - CONTOURS IN AREAS OF DENSE VEGETATION MAY DEVIATE FROM TRUE ELEVATION BY ONE HALF THE HEIGHT OF THE VEGETATION. DATE OF LIDAR FLIGHT FOR CONTOURS: 2017. ELEVATIONS BASED ON NAVD 88 DATUM.
5. THE CURRENT ZONING DISTRICT FOR THE WITHIN PLAT IS CC, COMMUNITY CORE.
6. WATER AND SEWER LOCATIONS PER KETCHUM UTILITY RECORDS AND ARE APPROXIMATE.

### HEALTH CERTIFICATE

Sanitary restrictions as required by Idaho Code Title 50, Chapter 13, have been satisfied. Sanitary restrictions may be reimposed, in accordance with Idaho Code Title 50, Chapter 13, Section 50-1326, by the issuance of a certificate of disapproval.

Date: \_\_\_\_\_

South Central Public Health District, REHS



A PRELIMINARY PLAT SHOWING  
180 LEADVILLE SUBDIVISION

GALENA-BENCHMARK ENGINEERING  
KETCHUM, IDAHO

SHEET 1 OF 3  
Job No. 25155

A PRELIMINARY PLAT SHOWING:  
180 LEADVILLE SUBDIVISION

OWNER'S CERTIFICATE

THIS IS TO CERTIFY that ARCH COMMUNITY HOUSING TRUST, INC., an Idaho non-profit corporation is the owner in fee simple of Real Property described as follows:

A parcel of land located within Section 18, Township 4 North, Range 18 East, Boise Meridian, Ketchum, Idaho, more particularly described as follows:

Lots 3 & 4, of BLOCK 22, THE VILLAGE OF KETCHUM, according to the official plat thereof, recorded as Instrument No. 302967, records of Blaine County, Idaho.

Pursuant to Idaho Code 50-1334, the undersigned, as owner, does hereby state that the lot described in this plat is eligible to receive water service from the Ketchum water department and they have agreed in writing to serve the lot shown on this plat.

The land within this plat is not within an irrigation district as defined in Idaho Code 31-3905, and the requirements of I.C. 31-3805 are not applicable.

The easements shown hereon are not dedicated to the public, but the right to use said easements for the intended purposes is hereby reserved. No structures other than for such utility and other designated uses are to be erected within the lines of said easements.

The undersigned hereby certify, to the extent required, the notification and/or approval of the foregoing plat by any holders of recorded security interest in and to the real property described above.

It is the intention of the undersigned to, and they do hereby include said land in this plat.

ACKNOWLEDGMENT

STATE OF IDAHO

COUNTY OF BLAINE

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year of 20\_\_\_\_, before me, a Notary Public in and for said state, personally appeared \_\_\_\_\_, known or identified to me (or proved to me), to be the \_\_\_\_\_ of ARCH Community Trust, Inc., an Idaho non-profit corporation, which is known or identified to me to be the entity whose name is subscribed to the within instrument and acknowledged to me that they executed the same in said entity name.

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

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Residing at: \_\_\_\_\_

\_\_\_\_\_  
Commission Expires: \_\_\_\_\_

IN WITNESS WHEREOF, we have hereunto set our hands.

\_\_\_\_\_  
ARCH COMMUNITY TRUST, INC.

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

Its: \_\_\_\_\_

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

A PRELIMINARY PLAT SHOWING  
180 LEADVILLE SUBDIVISION

GALENA-BENCHMARK ENGINEERING  
KETCHUM, IDAHO

SHEET 2 OF 3  
Job No. 25155

A PRELIMINARY PLAT SHOWING:  
180 LEADVILLE SUBDIVISION

**SURVEYOR'S CERTIFICATE**

I, Robert O. Breier, a duly Registered Professional Land Surveyor in the State of Idaho, do hereby certify that this is a true and accurate map of the land surveyed under my direct supervision in accordance with the State of Idaho Code relating to plats and surveys.

ROBERT O. BREIER, P.L.S. #20893



**KETCHUM CITY COUNCIL CERTIFICATE**

I, the undersigned, City Clerk in and for the City of Ketchum, Blaine County, Idaho do hereby certify that at a regular meeting of the City Council held on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, this plat was duly accepted and approved.

TRENT DONAT, City Clerk

**COUNTY SURVEYOR'S APPROVAL**

This is to certify that I, SAM YOUNG, County Surveyor for Blaine County, Idaho, have checked the foregoing plat and computations for making the same and have determined that they comply with the laws of the State of Idaho relating thereto.

BLAINE COUNTY SURVEYOR

DATE

**CITY ENGINEER'S CERTIFICATE**

I, the undersigned, City Engineer in and for the City of Ketchum, Blaine County, Idaho do hereby approve this plat on this \_\_\_\_\_ day of \_\_\_\_\_, 2025, and certify that it is in accordance with the City of Ketchum subdivision ordinance.

ROBYN MATTISON, City Engineer

**BLAINE COUNTY TREASURER'S CERTIFICATE**

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the foregoing plat was approved and accepted by the Blaine County Treasurer, Blaine County, Idaho.

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

**CITY PLANNER'S CERTIFICATE**

I, the undersigned, Planner in and for the City of Ketchum, Blaine County, Idaho do hereby approve this plat on this \_\_\_\_\_ day of \_\_\_\_\_, 2025, and certify that it is in accordance with the City of Ketchum subdivision ordinance.

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

**BLAINE COUNTY RECORDER'S CERTIFICATE**

A PRELIMINARY PLAT SHOWING  
180 LEADVILLE SUBDIVISION

GALENA-BENCHMARK ENGINEERING  
KETCHUM, IDAHO

SHEET 3 OF 3  
Job No. 25155

# **Attachment 3**

## **Draft City Council**

### **Findings of Fact and Decision**



**City of Ketchum  
Planning & Building**

IN RE: )  
140 & 180 N Leadville Ave ) KETCHUM CITY COUNCIL  
ARCH Workforce Housing Project ) FINDINGS OF FACT, CONCLUSIONS OF LAW, AND  
Lot Consolidation Preliminary Plat ) DECISION  
Application File Number: P25-039 )  
Date: January 29, 2026 )

**PROJECT:** ARCH Workforce Housing Project

**APPLICATION TYPE:** Lot Consolidation Preliminary Plat

**FILE NUMBER:** P25-039

**ASSOCIATED APPLICATIONS:** Preapplication Design Review P25-006 & Design Review P25-039

**PROPERTY OWNER:** ARCH Community Housing Trust

**REPRESENTATIVE:** Martin Henry Kaplan, AIA

**LOCATION:** 140 & 180 N Leadville Avenue (Ketchum Townsite: Block 22: Lots 3 & 4)

**ZONING:** Mixed-Use Subdistrict of the Community Core (CC-2 Zone)

**OVERLAY:** None

**RECORD OF PROCEEDINGS**

The City of Ketchum Planning and Zoning Commission (the "Commission") conducted public hearings and considered the Design Review and Lot Consolidation Preliminary Plat applications for the ARCH Workforce Housing Project during their regular meetings on November 25 and December 9, 2025. The Commission approved the Design Review application and recommended approval of the Lot Consolidation Preliminary Plat to City Council. The Commission adopted the Lot Consolidation Preliminary Plat Findings and Recommendation during their special meeting on January 20, 2026. The City Council reviewed and approved the Lot Consolidation Preliminary Plat on January 29, 2026.

The procedure for subdivision application is outlined in Ketchum Municipal Code (KMC) §16.04.030. The Commission is required to conduct at least one public hearing on a preliminary plat application (KMC §16.04.030.C5a). The City Council is not required to conduct a public hearing. A public hearing notice for the Commission's review of the project was mailed to all owners of property within 300 feet of the project site and all political subdivisions on October 22, 2025. The public hearing notice was

published in the Idaho Mountain Express on October 22, 2025. A notice was posted on the project site and the city's website on October 27, 2025. The building corners were staked, the story poles were installed, and trees to be removed were flagged on the project site on November 18, 2025.

## FINDINGS OF FACT

The City Council having reviewed the entire project record, provided notice, and conducted the required public hearing does hereby make and set forth these Findings of Fact, Conclusions of Law, and Decision as follows:

The applicant, ARCH Community Housing Trust, is proposing to develop a new workforce housing project on two Ketchum townsite lots located at 140 & 180 N Leadville Avenue (the "subject property") in the Mixed-Use Subdistrict of the Community Core ("CC-2 Zone"). The proposed workforce housing project proposes to consolidate the two lots and construct five new structures on the consolidated development parcel. Pursuant to KMC §16.04.030.C1a, lot consolidations are permitted in the CC-2 Zone subject to additional standards noted in KMC §16.04.030.C4.

### **Findings Regarding Conformance with Lot Consolidation Standards**

#### Lot Consolidation Standards

KMC §16.04.030.C4 requires that preliminary plat applications for lot consolidations must demonstrate conformance with:

- All applicable building permit and land use development approvals,
- All applicable zoning regulations in Title 17 of KMC, and
- General conformance with the comprehensive plan.

As conditioned, the 140 & 180 N Leadville Ave ARCH Workforce Housing Project complies with all zoning code regulations, dimensional standards required for buildings in the CC-2 Zone, Design Review standards, and Community Core project requirements.

#### General Conformance with the Comprehensive Plan

##### Future Land Use

The subject property is designated as Mixed-Use Commercial on the future land map of the 2104 Comprehensive Plan ("2014 Plan"). The Mixed-Use Commercial category promotes a wide range of commercial and residential uses and mixed-use development. The 2014 Plan states that new development in mixed-use areas "should be oriented to streets and sidewalks" (page 69) and "should contain common public space features that provide relief to the density and contribute to the quality of the street" (page 69). The two new multi-family residential buildings that face Leadville Avenue are oriented towards the street and setback 7.5' from the front property line. Both buildings include front porch stoops that provide welcoming entrances to the two ground-floor apartments. The development includes multiple pathways that provide unobstructed access to the sidewalk along Leadville Avenue. While connected by a common exterior staircase, the three new three-story residential buildings are detached, which provide natural light and views through the three buildings. The development is characterized by a significant amount of open space that provides relief to the bulk and mass of the buildings.

## *Housing*

In addition to encouraging a mixture of uses, the 2014 Plan promotes housing density downtown. Policy H-1.4 states, “Housing should be integrated into the downtown core and light industrial areas, and close to the ski bases” (page 20). Policy M-1.3 encourages housing density downtown to, “increase opportunities for walking, bicycling, and transit ridership and reduce vehicle trips” (page 42). In addition, the 2014 Plan encourages increasing the supply of affordable and attainable housing. Policy H-1.2 encourages local solutions to attainable housing for low-, moderate-, and median-income households. Policy H-1.3 encourages the integration of affordable housing in neighborhoods and supports, “the inclusion of affordable housing to provide diversity” (page 20).

The project will provide 11 new workforce housing within walking distance to jobs, retail stores, coffee shops, bars, and restaurants in the heart of downtown. Additionally, the project is located within walking distance to the Mountain Rides bus stop at the Visitor Center on Sun Valley Road and the bus stop at Main & 1st Streets, which provide access to all major transit routes connecting riders to other areas of Ketchum and the Wood River Valley.

## *Small-Town Character & Contextual Infill*

Goal CD-1 of the 2014 Plan states, “Our community will preserve its small-town character and the distinct image of neighborhoods and districts” (page 26). The Council believes the project meets the following policies that the 2014 Plan provides to achieve this goal:

- Policy CD-1.2 Preservation of Historic Buildings and Sites: “Individual buildings and sites of historical, architectural, archaeological, or cultural significance should be identified and considered for protection.”
- Policy CD-1.3 Compatible Infill and Redevelopment Projects: “Infill and redevelopment projects should be contextually appropriate to the neighborhood and development in which they occur. Context refers to the natural and manmade features adjoining a development site; it does not imply a certain style” (page 26).
- Policy CD-1.4 High-Quality Site Planning and Building and Landscape Design: “Each new project should be well-designed and attractive, and should complement surrounding land uses and existing neighborhood character” (page 26).

While redevelopment has intensified to the north of the subject property across 2nd Street, Block 22 has not experienced the same degree of change. The most recent development in Block 22 was the construction of the duplex located across the alley to the east of the subject property in 2015. The three-story duplex is 35.75 feet in height, is 5,501 gross square feet, and has a total FAR of 0.99. Lee Gilman’s office is located north of the duplex at the corner of 2nd Street and East Avenue. The office is a small, single-story building. The adjacent developments to the south of the subject property along Leadville Avenue include a two-story, 3,024-square-foot commercial building that was constructed in 1980 and a two-story, 2,538 square foot home that was constructed in 1946. The project is comparable in scale to the adjacent commercial building and the duplex across the alley. The proposed three-story buildings extend to a maximum height of 30'-9", which is 5 feet less than the duplex. The Council believes the project is contextually appropriate to the neighborhood and helps maintain the community’s identity, small-town character, and sense of place by preserving the historic home.

## **Findings Regarding Conformance with Subdivision Standards**

### **Preliminary Plat Requirements (Ketchum Municipal Code §16.04.030)**

Compliant				
Yes	No	N/A	City Code	City Standards
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.C.1	<p>The subdivider shall file with the administrator copies of the completed subdivision application form and preliminary plat data as required by this chapter.</p>
			<i>Council Findings</i>	<i>The City of Ketchum Planning and Building Department received the completed subdivision application and all applicable application materials on July 22, 2025.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J	<p>Contents Of Preliminary Plat: The preliminary plat, together with all application forms, title insurance report, deeds, maps, and other documents reasonably required, shall constitute a complete subdivision application.</p>
			<i>Council Findings</i>	<i>The subdivision application was deemed complete on July 22, 2025.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.1	<p>The preliminary plat shall be drawn to a scale of not less than one inch equals one hundred feet (1" = 100') and shall show the following: The scale, north point and date.</p>
			<i>Council Findings</i>	<i>The scale on sheet 1 of the preliminary plat is 1" = 30'.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.2	<p>The name of the proposed subdivision, which shall not be the same or confused with the name of any other subdivision in Blaine County, Idaho.</p>
			<i>Council Findings</i>	<i>As shown on Sheet 1 of the preliminary plat, the plat is titled "180 Leadville Subdivision" which is not the same as any other subdivision in Blaine County, Idaho.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.3	<p>The name and address of the owner of record, the subdivider, and the engineer, surveyor, or other person preparing the plat.</p>
			<i>Council Findings</i>	<i>The name of the owner and surveyor is shown on Sheet 1 of the plat.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.4	<b>Legal description of the area platted.</b>
			<i>Council Findings</i>	<i>The legal description of the area platted is Ketchum Townsite, Block 22, lots 3 &amp; 4. The legal description is provided on page 1 of the preliminary plat.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.5	<p>The names and the intersecting boundary lines of adjoining subdivisions and parcels of property.</p>
			<i>Council Findings</i>	<i>The preliminary plat shows adjacent lots 1, 2, 8A, 6A, and 5B within block 22 of Ketchum Townsite and sublots 1 and 2 of the 171 East Avenue Townhomes across the alley.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.6	<p>A contour map of the subdivision with contour lines and a maximum interval of five feet (5') to show the configuration of the land based upon the United States geodetic survey data, or other data approved by the city engineer.</p>
			<i>Council Findings</i>	<i>1' contours are shown on sheet 1 of the preliminary plat.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.7	<p>The scaled location of existing buildings, water bodies and courses and location of the adjoining or immediately adjacent dedicated streets, roadways and easements, public and private.</p>
			<i>Council Findings</i>	<i>Sheet 1 of the preliminary plat shows the location of existing public rights-of-way, including Leadville Avenue, 2<sup>nd</sup> Street, 1<sup>st</sup> Street, East Avenue, and the block 22 alley. The preliminary plat shows the scaled footprint and location of existing buildings on the subject property as well</i>

				<i>as the scaled footprint and location of the commercial building on the adjacent property directly south of the subject property.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.8	<b>Boundary description and the area of the tract.</b> <i>Council Findings</i> <i>Sheet 1 provides the boundary description of the area.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.9	<b>Existing zoning of the tract.</b> <i>Council Findings</i> <i>Plat note no. 5 states, "The current zoning district for the within plat is CC, Community Core."</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.10	The proposed location of street rights of way, lots, and lot lines, easements, including all approximate dimensions, and including all proposed lot and block numbering and proposed street names. <i>Council Findings</i> <i>No new streets or easements are proposed or required. The dimensions of the proposed consolidated lot lines and the lot area is specified on sheet 1 of the preliminary plat.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.J.11	The location, approximate size and proposed use of all land intended to be dedicated for public use or for common use of all future property owners within the proposed subdivision. <i>Council Findings</i> <i>This standard is not applicable as there is no requirement or proposal for land dedicated to public use.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.J.12	The location, size and type of sanitary and storm sewers, water mains, culverts and other surface or subsurface structures existing within or immediately adjacent to the proposed sanitary or storm sewers, water mains, and storage facilities, street improvements, street lighting, curbs, and gutters and all proposed utilities. <i>Council Findings</i> <i>This standard does not apply as this preliminary plat proposes to consolidate two existing lots within block 22 of the original Ketchum Townsite.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.J.13	<b>The direction of drainage, flow and approximate grade of all streets.</b> <i>Council Findings</i> <i>This standard does not apply as no new streets are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.J.14	The location of all drainage canals and structures, the proposed method of disposing of runoff water, and the location and size of all drainage easements, whether they are located within or outside of the proposed plat. <i>Council Findings</i> <i>This standard does not apply as no new drainage canals or structures are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.J.15	All percolation tests and/or exploratory pit excavations required by state health authorities. <i>Council Findings</i> <i>This standard does not apply as no additional tests are required.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.J.16	A copy of the provisions of the articles of incorporation and bylaws of homeowners' association and/or condominium declarations to be filed with the final plat of the subdivision. <i>Council Findings</i> <i>This standard does not apply to the proposed lot consolidation as the request does not create condominium units or a homeowners' association.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.17	Vicinity map drawn to approximate scale showing the location of the proposed subdivision in reference to existing and/or proposed arterials and collector streets.

			<i>Council Findings</i>	<i>Sheet 1 of the preliminary plat includes a vicinity map. The vicinity shows the two minor collector streets adjacent to the subject property—1<sup>st</sup> Street and River Street.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.J.18	The boundaries of the floodplain, floodway and avalanche zoning district shall also be clearly delineated and marked on the preliminary plat.
				<i>Council Findings</i> <i>N/A. The subject property is not within a floodplain, floodway, or avalanche zone district.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.J.19	Building envelopes shall be shown on each lot, all or part of which is within a floodway, floodplain, or avalanche zone; or any lot that is adjacent to the Big Wood River, Trail Creek, or Warm Springs Creek; or any lot, a portion of which has a slope of twenty five percent (25%) or greater; or upon any lot which will be created adjacent to the intersection of two (2) or more streets.
				<i>Council Findings</i> <i>N/A as the subject property is not located in the floodway, floodplain, or avalanche zone; is not adjacent to the Big Wood River, Trail Creek, or Warm Springs Creek; and does not contain slopes of 25% or greater. The request does not create a new lot at the intersection of 2 or more streets but consolidates existing lot 4, an existing corner lot at the intersection of Leadville Avenue and 2<sup>nd</sup> Street, with adjacent lot 3.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.20	<b>Lot area of each lot.</b>
			<i>Council Findings</i>	<i>Sheet 1 of the preliminary plat shows that the area of lot 1, block 1, 180 Subdivision is 11,007 square feet.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.21	<b>Existing mature trees and established shrub masses.</b>
			<i>Council Findings</i>	<i>Existing mature deciduous and conifer trees on the subject property are shown on sheet 1 of the preliminary plat.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.22	A current title report shall be provided at the time that the preliminary plat is filed with the administrator, together with a copy of the owner's recorded deed to such property.
			<i>Council Findings</i>	<i>The applicant submitted a Lot Book Guarantee issued by Title Resources Guaranty Company dated June 17, 2025.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.23	<b>Three (3) copies of the preliminary plat shall be filed with the administrator.</b>
			<i>Council Findings</i>	<i>The City of Ketchum received digital copies of the preliminary plat at the time of application.</i>

Subdivision Development & Design Standards (Ketchum Municipal Code §16.04.040)				
Compliant				
Yes	No	N/A	City Code	City Standards
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.A	Required Improvements: The improvements set forth in this section shall be shown on the preliminary plat and installed prior to approval of the final plat. Construction design plans shall be submitted and approved by the city engineer. All such improvements shall be in accordance with the comprehensive plan and constructed in compliance with construction standard specifications adopted by the city. Existing natural features which enhance the attractiveness of the subdivision and community, such

			as mature trees, watercourses, rock outcroppings, established shrub masses and historic areas, shall be preserved through design of the subdivision.
		<i>Council Findings</i>	<i>This standard is not applicable as this project combines two lots within the original Ketchum Townsite. No improvements are proposed or required for the lot consolidation.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> 16.04.040.B	Improvement Plans: Prior to approval of final plat by the commission, the subdivider shall file two (2) copies with the city engineer, and the city engineer shall approve construction plans for all improvements required in the proposed subdivision. Such plans shall be prepared by a civil engineer licensed in the state.
		<i>Council Findings</i>	<i>This standard is not applicable as this project combines two lots within the original Ketchum Townsite. No additional improvements are proposed or required for the lot consolidation.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> 16.04.040.C	Prior to final plat approval, the subdivider shall have previously constructed all required improvements and secured a certificate of completion from the city engineer. However, in cases where the required improvements cannot be constructed due to weather conditions or other factors beyond the control of the subdivider, the city council may accept, in lieu of any or all of the required improvements, a performance bond filed with the city clerk to ensure actual construction of the required improvements as submitted and approved. Such performance bond shall be issued in an amount not less than one hundred fifty percent (150%) of the estimated costs of improvements as determined by the city engineer. In the event the improvements are not constructed within the time allowed by the city council (which shall be one year or less, depending upon the individual circumstances), the council may order the improvements installed at the expense of the subdivider and the surety. In the event the cost of installing the required improvements exceeds the amount of the bond, the subdivider shall be liable to the city for additional costs. The amount that the cost of installing the required improvements exceeds the amount of the performance bond shall automatically become a lien upon any and all property within the subdivision owned by the owner and/or subdivider.
		<i>Council Findings</i>	<i>This standard is not applicable as this project combines two lots within the original Ketchum Townsite. No additional improvements are proposed or required for the lot consolidation.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> 16.04.040.D	As Built Drawing: Prior to acceptance by the city council of any improvements installed by the subdivider, two (2) sets of as built plans and specifications, certified by the subdivider's engineer, shall be filed with the city engineer. Within ten (10) days after completion of improvements and submission of as built drawings, the city engineer shall certify the completion of the improvements and the acceptance of the improvements, and shall submit a copy of such certification to the administrator and the subdivider. If a performance bond has been filed, the administrator shall forward a copy of the certification to the city clerk.

			<p>Thereafter, the city clerk shall release the performance bond upon application by the subdivider.</p>
			<p><i>Council Findings</i> <i>This standard is not applicable as this project combines two lots within the original Ketchum Townsite. No additional improvements are proposed or required for the lot consolidation.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>16.04.040.E</b></p> <p><b>Monumentation:</b> Following completion of construction of the required improvements and prior to certification of completion by the city engineer, certain land survey monuments shall be reset or verified by the subdivider's engineer or surveyor to still be in place. These monuments shall have the size, shape, and type of material as shown on the subdivision plat. The monuments shall be located as follows:</p> <ol style="list-style-type: none"> <li>1. All angle points in the exterior boundary of the plat.</li> <li>2. All street intersections, points within and adjacent to the final plat.</li> <li>3. All street corner lines ending at boundary line of final plat.</li> <li>4. All angle points and points of curves on all streets.</li> <li>5. The point of beginning of the subdivision plat description.</li> </ol>
			<p><i>Council Findings</i> <i>The applicant shall meet the required monumentation standards prior to recordation of the final plat.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>16.04.040.F</b></p> <p><b>Lot Requirements:</b></p> <ol style="list-style-type: none"> <li>1. Lot size, width, depth, shape and orientation and minimum building setback lines shall be in compliance with the zoning district in which the property is located and compatible with the location of the subdivision and the type of development, and preserve solar access to adjacent properties and buildings.</li> <li>2. Whenever a proposed subdivision contains lot(s), in whole or in part, within the floodplain, or which contains land with a slope in excess of twenty five percent (25%), based upon natural contours, or creates corner lots at the intersection of two (2) or more streets, building envelopes shall be shown for the lot(s) so affected on the preliminary and final plats. The building envelopes shall be located in a manner designed to promote harmonious development of structures, minimize congestion of structures, and provide open space and solar access for each lot and structure. Also, building envelopes shall be located to promote access to the lots and maintenance of public utilities, to minimize cut and fill for roads and building foundations, and minimize adverse impact upon environment, watercourses and topographical features. Structures may only be built on buildable lots. Lots shall only be created that meet the definition of "lot, buildable" in section 16.04.020 of this chapter. Building envelopes shall be established outside of hillsides of twenty five percent (25%) and greater and outside of the floodway. A waiver to this standard may only be considered for the following: <ol style="list-style-type: none"> <li>a. For lot line shifts of parcels that are entirely within slopes of twenty five percent (25%) or greater to create a reasonable building envelope, and mountain overlay design review standards and all other city requirements are met.</li> </ol> </li> </ol>

			<p>b. For small, isolated pockets of twenty five percent (25%) or greater that are found to be in compliance with the purposes and standards of the mountain overlay district and this section.</p> <p>3. Corner lots shall have a property line curve or corner of a minimum radius of twenty five feet (25') unless a longer radius is required to serve an existing or future use.</p> <p>4. Side lot lines shall be within twenty degrees (<math>20^\circ</math>) to a right angle or radial line to the street line.</p> <p>5. Double frontage lots shall not be created. A planting strip shall be provided along the boundary line of lots adjacent to arterial streets or incompatible zoning districts.</p> <p>6. Every lot in a subdivision shall have a minimum of twenty feet (20') of frontage on a dedicated public street or legal access via an easement of twenty feet (20') or greater in width. Easement shall be recorded in the office of the Blaine County recorder prior to or in conjunction with recordation of the final plat.</p>
		<i>Council Findings</i>	<p><i>Standard #3 through #6 are not applicable as the preliminary plat consolidates two existing lots and no new lots will be created.</i></p> <p><i>The lot consolidation preliminary plat complies with standard #1. The applicant has proposed consolidating two Ketchum townsite lots and the new workforce housing project will comply with the dimensional standards and setbacks required in the CC-2 Zone.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> 16.04.040.G	<p>G. Block Requirements: The length, width and shape of blocks within a proposed subdivision shall conform to the following requirements:</p> <ol style="list-style-type: none"> <li>1. No block shall be longer than one thousand two hundred feet (1,200'), nor less than four hundred feet (400') between the street intersections, and shall have sufficient depth to provide for two (2) tiers of lots.</li> <li>2. Blocks shall be laid out in such a manner as to comply with the lot requirements.</li> <li>3. The layout of blocks shall take into consideration the natural topography of the land to promote access within the subdivision and minimize cuts and fills for roads and minimize adverse impact on environment, watercourses and topographical features.</li> <li>4. Corner lots shall contain a building envelope outside of a seventy five foot (75') radius from the intersection of the streets.</li> </ol>
		<i>Council Findings</i>	<p><i>N/A. This standard is not applicable as this project proposes to combine two existing lots within the original Ketchum Townsite. This application does not create a new block.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> 16.04.040.H	<p>Street Improvement Requirements:</p> <ol style="list-style-type: none"> <li>1. The arrangement, character, extent, width, grade and location of all streets put in the proposed subdivision shall conform to the comprehensive plan and shall be considered in their relation to existing</li> </ol>

		<p>and planned streets, topography, public convenience and safety, and the proposed uses of the land;</p> <p>2. All streets shall be constructed to meet or exceed the criteria and standards set forth in chapter 12.04 of this code, and all other applicable ordinances, resolutions or regulations of the city or any other governmental entity having jurisdiction, now existing or adopted, amended or codified;</p> <p>3. Where a subdivision abuts or contains an existing or proposed arterial street, railroad or limited access highway right of way, the council may require a frontage street, planting strip, or similar design features;</p> <p>4. Streets may be required to provide access to adjoining lands and provide proper traffic circulation through existing or future neighborhoods;</p> <p>5. Street grades shall not be less than three-tenths percent (0.3%) and not more than seven percent (7%) so as to provide safe movement of traffic and emergency vehicles in all weather and to provide for adequate drainage and snow plowing;</p> <p>6. In general, partial dedications shall not be permitted, however, the council may accept a partial street dedication when such a street forms a boundary of the proposed subdivision and is deemed necessary for the orderly development of the neighborhood, and provided the council finds it practical to require the dedication of the remainder of the right of way when the adjoining property is subdivided. When a partial street exists adjoining the proposed subdivision, the remainder of the right of way shall be dedicated;</p> <p>7. Dead end streets may be permitted only when such street terminates at the boundary of a subdivision and is necessary for the development of the subdivision or the future development of the adjacent property. When such a dead end street serves more than two (2) lots, a temporary turnaround easement shall be provided, which easement shall revert to the adjacent lots when the street is extended;</p> <p>8. A cul-de-sac, court or similar type street shall be permitted only when necessary to the development of the subdivision, and provided, that no such street shall have a maximum length greater than four hundred feet (400') from entrance to center of turnaround, and all cul-de-sacs shall have a minimum turnaround radius of sixty feet (60') at the property line and not less than forty five feet (45') at the curb line;</p> <p>9. Streets shall be planned to intersect as nearly as possible at right angles, but in no event at less than seventy degrees (70°);</p> <p>10. Where any street deflects an angle of ten degrees (10°) or more, a connecting curve shall be required having a minimum centerline radius of three hundred feet (300') for arterial and collector streets, and one hundred twenty five feet (125') for minor streets;</p> <p>11. Streets with centerline offsets of less than one hundred twenty five feet (125') shall be prohibited;</p> <p>12. A tangent of at least one hundred feet (100') long shall be introduced between reverse curves on arterial and collector streets;</p>
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			<p>13. Proposed streets which are a continuation of an existing street shall be given the same names as the existing street. All new street names shall not duplicate or be confused with the names of existing streets within Blaine County, Idaho. The subdivider shall obtain approval of all street names within the proposed subdivision from the commission before submitting same to council for preliminary plat approval;</p> <p>14. Street alignment design shall follow natural terrain contours to result in safe streets, usable lots, and minimum cuts and fills;</p> <p>15. Street patterns of residential areas shall be designed to create areas free of through traffic, but readily accessible to adjacent collector and arterial streets;</p> <p>16. Reserve planting strips controlling access to public streets shall be permitted under conditions specified and shown on the final plat, and all landscaping and irrigation systems shall be installed as required improvements by the subdivider;</p> <p>17. In general, the centerline of a street shall coincide with the centerline of the street right of way, and all crosswalk markings shall be installed by the subdivider as a required improvement;</p> <p>18. Street lighting may be required by the commission or council where appropriate and shall be installed by the subdivider as a requirement improvement;</p> <p>19. Private streets may be allowed upon recommendation by the commission and approval by the council. Private streets shall be constructed to meet the design standards specified in subsection H2 of this section;</p> <p>20. Street signs shall be installed by the subdivider as a required improvement of a type and design approved by the administrator and shall be consistent with the type and design of existing street signs elsewhere in the city;</p> <p>21. Whenever a proposed subdivision requires construction of a new bridge, or will create substantial additional traffic which will require construction of a new bridge or improvement of an existing bridge, such construction or improvement shall be a required improvement by the subdivider. Such construction or improvement shall be in accordance with adopted standard specifications;</p> <p>22. Sidewalks, curbs and gutters may be a required improvement installed by the subdivider; and</p> <p>23. Gates are prohibited on private roads and parking access/entranceways, private driveways accessing more than one single-family dwelling unit and one accessory dwelling unit, and public rights of way unless approved by the city council.</p>	
<i>Council Findings</i>			<i>This standard is not applicable as this application proposes to combine two existing lots within the Ketchum Townsite. This proposal does not create a new street, private road, or bridge.</i>	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.I	Alley Improvement Requirements: Alleys shall be provided in business, commercial and light industrial zoning districts. The width of an alley shall be not less than twenty feet (20'). Alley intersections and sharp changes

			<p>in alignment shall be avoided, but where necessary, corners shall be provided to permit safe vehicular movement. Dead end alleys shall be prohibited. Improvement of alleys shall be done by the subdivider as required improvement and in conformance with design standards specified in subsection H2 of this section.</p>
			<p><i>Council Findings</i> <i>This standard is not applicable as this project combines two lots within the Ketchum Townsite and no alley improvements are proposed.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Required Easements: Easements, as set forth in this subsection, shall be required for location of utilities and other public services, to provide adequate pedestrian circulation and access to public waterways and lands.</p> <p>1. A public utility easement at least ten feet (10') in width shall be required within the street right of way boundaries of all private streets. A public utility easement at least five feet (5') in width shall be required within property boundaries adjacent to Warm Springs Road and within any other property boundary as determined by the city engineer to be necessary for the provision of adequate public utilities.</p> <p>2. Where a subdivision contains or borders on a watercourse, drainageway, channel or stream, an easement shall be required of sufficient width to contain such watercourse and provide access for private maintenance and/or reconstruction of such watercourse.</p> <p>3. All subdivisions which border the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a ten foot (10') fish and nature study easement along the riverbank. Furthermore, the council shall require, in appropriate areas, an easement providing access through the subdivision to the bank as a sportsman's access. These easement requirements are minimum standards, and in appropriate cases where a subdivision abuts a portion of the river adjacent to an existing pedestrian easement, the council may require an extension of that easement along the portion of the riverbank which runs through the proposed subdivision.</p> <p>4. All subdivisions which border on the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a twenty five foot (25') scenic easement upon which no permanent structure shall be built in order to protect the natural vegetation and wildlife along the riverbank and to protect structures from damage or loss due to riverbank erosion.</p> <p>5. No ditch, pipe or structure for irrigation water or irrigation wastewater shall be constructed, rerouted or changed in the course of planning for or constructing required improvements within a proposed subdivision unless same has first been approved in writing by the ditch company or property owner holding the water rights. A written copy of such approval shall be filed as part of required improvement construction plans.</p> <p>6. Nonvehicular transportation system easements including pedestrian walkways, bike paths, equestrian paths, and similar easements shall be dedicated by the subdivider to provide an adequate nonvehicular transportation system throughout the city.</p> <p><i>Council Findings</i> <i>This standard is not applicable as no easements are proposed or required for this project. The project does not create a new private street. This</i></p>

				<i>property is not adjacent to Warm Springs Road. The property does not border a watercourse, drainageway, channel, or stream.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.K	<p><b>Sanitary Sewage Disposal Improvements:</b> Central sanitary sewer systems shall be installed in all subdivisions and connected to the Ketchum sewage treatment system as a required improvement by the subdivider. Construction plans and specifications for central sanitary sewer extension shall be prepared by the subdivider and approved by the city engineer, council and Idaho health department prior to final plat approval. In the event that the sanitary sewage system of a subdivision cannot connect to the existing public sewage system, alternative provisions for sewage disposal in accordance with the requirements of the Idaho department of health and the council may be constructed on a temporary basis until such time as connection to the public sewage system is possible. In considering such alternative provisions, the council may require an increase in the minimum lot size and may impose any other reasonable requirements which it deems necessary to protect public health, safety and welfare.</p>
			<i>Council Findings</i>	<i>The workforce housing project will connect to the municipal sewer system. The project shall meet all requirements of the Wastewater Department.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.L	<p><b>Water System Improvements:</b> A central domestic water distribution system shall be installed in all subdivisions by the subdivider as a required improvement. The subdivider shall also be required to locate and install an adequate number of fire hydrants within the proposed subdivision according to specifications and requirements of the city under the supervision of the Ketchum fire department and other regulatory agencies having jurisdiction. Furthermore, the central water system shall have sufficient flow for domestic use and adequate fire flow. All such water systems installed shall be looped extensions, and no dead end systems shall be permitted. All water systems shall be connected to the municipal water system and shall meet the standards of the following agencies: Idaho department of public health, Idaho survey and rating bureau, district sanitarian, Idaho state public utilities commission, Idaho department of reclamation, and all requirements of the city.</p>
			<i>Council Findings</i>	<i>The workforce housing project will connect to the municipal water system. Final plans for the water system connections will be reviewed and approved by the Utilities Department prior to issuance of building permit.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.M	<p><b>Planting Strip Improvements:</b> Planting strips shall be required improvements. When a predominantly residential subdivision is proposed for land adjoining incompatible uses or features such as highways, railroads, commercial or light industrial districts or off street parking areas, the subdivider shall provide planting strips to screen the view of such incompatible features. The subdivider shall submit a landscaping plan for such planting strip with the preliminary plat application, and the landscaping shall be a required improvement.</p>
			<i>Council Findings</i>	<i>This standard is not applicable as this project proposes to combine two existing lots within the Ketchum Townsite. Planting strip improvements are not required for this project.</i>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.N	<p>Cuts, Fills, And Grading Improvements: Proposed subdivisions shall be carefully planned to be compatible with natural topography, soil conditions, geology and hydrology of the site, as well as to minimize cuts, fills, alterations of topography, streams, drainage channels, and disruption of soils and vegetation. The design criteria shall include the following:</p> <ol style="list-style-type: none"> <li>1. A preliminary soil report prepared by a qualified engineer may be required by the commission and/or council as part of the preliminary plat application.</li> <li>2. Preliminary grading plan prepared by a civil engineer shall be submitted as part of all preliminary plat applications. Such plan shall contain the following information:             <ol style="list-style-type: none"> <li>a. Proposed contours at a maximum of five foot (5') contour intervals.</li> <li>b. Cut and fill banks in pad elevations.</li> <li>c. Drainage patterns.</li> <li>d. Areas where trees and/or natural vegetation will be preserved.</li> <li>e. Location of all street and utility improvements including driveways to building envelopes.</li> <li>f. Any other information which may reasonably be required by the administrator, commission or council to adequately review the affect of the proposed improvements.</li> </ol> </li> <li>3. Grading shall be designed to blend with natural landforms and to minimize the necessity of padding or terracing of building sites, excavation for foundations, and minimize the necessity of cuts and fills for streets and driveways.</li> <li>4. Areas within a subdivision which are not well suited for development because of existing soil conditions, steepness of slope, geology or hydrology shall be allocated for open space for the benefit of future property owners within the subdivision.</li> <li>5. Where existing soils and vegetation are disrupted by subdivision development, provision shall be made by the subdivider for revegetation of disturbed areas with perennial vegetation sufficient to stabilize the soil upon completion of the construction. Until such times as such revegetation has been installed and established, the subdivider shall maintain and protect all disturbed surfaces from erosion.</li> <li>6. Where cuts, fills, or other excavations are necessary, the following development standards shall apply:             <ol style="list-style-type: none"> <li>a. Fill areas shall be prepared by removing all organic material detrimental to proper compaction for soil stability.</li> <li>b. Fills shall be compacted to at least ninety five percent (95%) of maximum density as determined by AASHO T99 (American Association of State Highway Officials) and ASTM D698 (American standard testing methods).</li> <li>c. Cut slopes shall be no steeper than two horizontal to one vertical (2:1). Subsurface drainage shall be provided as necessary for stability.</li> </ol> </li> </ol>
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			<p>d. Fill slopes shall be no steeper than three horizontal to one vertical (3:1). Neither cut nor fill slopes shall be located on natural slopes of three to one (3:1) or steeper, or where fill slope toes out within twelve feet (12') horizontally of the top and existing or planned cut slope.</p> <p>e. Toes of cut and fill slopes shall be set back from property boundaries a distance of three feet (3'), plus one-fifth (1/5) of the height of the cut or the fill, but may not exceed a horizontal distance of ten feet (10'); tops and toes of cut and fill slopes shall be set back from structures at a distance of at least six feet (6'), plus one-fifth (1/5) of the height of the cut or the fill. Additional setback distances shall be provided as necessary to accommodate drainage features and drainage structures.</p>
		<i>Council Findings</i>	<i>The site improvement plans shown on sheet C1.00, C1.10, and C1.10 of the project plans included in the Design Review project plan set show all proposed cut, fill, grading, and drainage improvements. The project shall meet all cut, fill, and grading standards.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>16.04.040.O</b></p> <p><b>Drainage Improvements:</b> The subdivider shall submit with the preliminary plat application such maps, profiles, and other data prepared by an engineer to indicate the proper drainage of the surface water to natural drainage courses or storm drains, existing or proposed. The location and width of the natural drainage courses shall be shown as an easement common to all owners within the subdivision and the city on the preliminary and final plat. All natural drainage courses shall be left undisturbed or be improved in a manner that will increase the operating efficiency of the channel without overloading its capacity. An adequate storm and surface drainage system shall be a required improvement in all subdivisions and shall be installed by the subdivider. Culverts shall be required where all water or drainage courses intersect with streets, driveways or improved public easements and shall extend across and under the entire improved width including shoulders.</p>
		<i>Council Findings</i>	<p><i>As shown on sheet C1.10 of the project plans, on-site stormwater drainage will be directed to a system of drywells and catch basins installed on site. Roof drainage will slope down (see roof plan on sheet A.6) to roof drain downspouts routed to drywells and catch basins (see sheet C1.10). All roof drain locations must be shown on the project plans submitted with the building permit application for final review and approval by the City Engineer.</i></p> <p><i>Pursuant to recommended condition of approval #3 for Design Review File No. P25-033, the applicant shall submit final civil drawings prepared by an engineer registered in the State of Idaho that provide specifications for all drainage improvements, for review and approval by the City Engineer prior to issuance of a building permit for the project.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p><b>16.04.040.P</b></p> <p><b>Utilities:</b> In addition to the terms mentioned in this section, all utilities including, but not limited to, electricity, natural gas, telephone and cable services shall be installed underground as a required improvement by the subdivider. Adequate provision for expansion of such services within the subdivision or to adjacent lands including installation of conduit pipe</p>

				across and underneath streets shall be installed by the subdivider prior to construction of street improvements.
			<i>Council Findings</i>	<i>The site improvement plan shows the proposed location of the new transformer that is required to be installed to serve the proposed development. The transformer is proposed to be installed on the subject property adjacent to the 2nd Street sidewalk. Siting the transformer along the 2nd Street frontage frees up space along the alley to provide a parking space for each residential unit. The transformer is proposed to be screened from public view along the 2nd Street sidewalk with a metal gate. The power meters are proposed to be installed on west side of the south carport building, the east side of building 3, the north side of building 1, and the south side of building 2. None of the proposed power meter locations are visible from view along Leadville Avenue or 2nd Street</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.Q	Off Site Improvements: Where the offsite impact of a proposed subdivision is found by the commission or council to create substantial additional traffic, improvements to alleviate that impact may be required of the subdivider prior to final plat approval, including, but not limited to, bridges, intersections, roads, traffic control devices, water mains and facilities, and sewer mains and facilities.
			<i>Council Findings</i>	<i>This standard is not applicable as this project proposes combining two existing lots within the original Ketchum Townsite. Off-site improvements are not required or proposed with this project.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.R	Avalanche And Mountain Overlay: All improvements and plats (land, planned unit development, townhouse, condominium) created pursuant to this chapter shall comply with City of Ketchum Avalanche Zone District and Mountain Overlay Zoning District requirements as set forth in Title 17 of this Code.
			<i>Council Findings</i>	<i>This standard is not applicable as the project is not located in the avalanche zone or mountain overlay.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.S	Existing natural features which enhance the attractiveness of the subdivision and community, such as mature trees, watercourses, rock outcroppings, established shrub masses and historic areas, shall be preserved through design of the subdivision.
			<i>Council Findings</i>	<i>This standard is not applicable as this project proposes combining two existing lots within the original Ketchum Townsite.</i>

## CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation established in accordance with Article XII of the Constitution of the State of Idaho and Title 50 Idaho Code and is required and has exercised its authority pursuant to the Local Land Use Planning Act codified at Chapter 65 of Title 67 Idaho Code and pursuant to Chapters 3, 9 and 13 of Title 50 Idaho Code to enact the ordinances and regulations, which ordinances are codified in the Ketchum Municipal Code ("KMC") and are identified in the Findings of Fact and which are herein restated as Conclusions of Law by this reference and which City Ordinances govern the applicant's Lot Consolidation Subdivision Preliminary Plat application for the development and use of the project site.

2. The Lot Consolidation Subdivision Preliminary Plat Application is governed under Chapter 16.04 of Ketchum Municipal Code.
3. The City Council has the authority to hear the applicant's Lot Consolidation Subdivision Preliminary Plat Application pursuant to Chapter 16.04 of Ketchum Municipal Code Title 16.
4. The City of Ketchum Planning Department provided public notice for the review of this application in accordance with Ketchum Municipal Code §16.04.030.
5. Lot Consolidation Subdivision Preliminary Plat Application File No. P25-039 meets all applicable standards specified in Title 16 of Ketchum Municipal Code.

#### **DECISION**

**THEREFORE**, the Ketchum City Council **approves** this Lot Consolidation Preliminary Plat Application File No. P25-039 Thursday, January 29, 2026 subject to the following conditions of approval.

#### **CONDITIONS OF APPROVAL**

1. This Lot Consolidation Subdivision Preliminary Plat is subject to the ARCH Workforce Housing Project Design Review Application File No. P25-033.
2. As required by KMC §16.04.030.I, the applicant shall obtain final plat approval within two years of City Council's approval of the preliminary plat. If final plat approval is not obtained within this timeframe, the preliminary plat approval shall become null and void.
3. The Lot Consolidation Final Plat shall not be signed by the City Clerk or recorded until a building permit is issued for the ARCH Workforce Housing Project development pursuant to KMC §16.04.030.G.

Findings of Fact **adopted** this 29<sup>th</sup> day of January 2026.

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Pete Prekeges  
Mayor  
City of Ketchum



## City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: January 29, 2026 Staff Member/Dept: Jade Riley, Administration

Agenda Item: Initial briefing regarding update of City Code: Titles 1-4

#### Recommended Motion:

Staff is not seeking any formal action, only general policy feedback regarding draft updates proposed to Titles 1 (General Provisions), 2 (Administration and Personnel), 3 (Revenue and Finance), and 4 (Commissions and Boards).

#### Reasons for Recommendation:

- The city is completing the reorganization of the land-use sections (12, 15-17) of city code
- This project seeks to update the remaining non-land-use titles to reflect current operational realities and best practices
- Staff is proposing to update the code in packages; Titles 1-4 have been reviewed by staff with proposed edits
- Staff is seeking policy direction from the council regarding recommended edits before proceeding with scheduling First Reading

#### Sustainability Impact:

None.

#### Financial Impact:

None OR Adequate funds exist in account: None.

#### Attachments:

1. Titles 1-4 (strike and replace version)
2. Titles 1-4 clean

## **TITLE 1 GENERAL PROVISIONS**

### **CHAPTER 1.04 GENERAL CODE PROVISIONS**

#### **1.04.010 Definitions.**

The following words and phrases, whenever used in the ordinances of the City, shall be construed as defined in this section unless, from the context, a different meaning is intended or unless a different meaning is specifically defined and more particularly directed to the use of such words or phrases:

**Alley:** A minor improved or unimproved public way providing secondary and/or service access to the back or the side of a property otherwise abutting a street.

**City:** The City of Ketchum, the area within the territorial limits of the City, and such territory outside the City over which the City has jurisdiction or control by virtue of any constitutional or statutory provision.

**Council:** The City Council of the City of Ketchum. "All its members" or "all Council Members" means the total number of Council Members holding office.

**County:** The County of Blaine.

**Law:** Denotes applicable federal law, the constitution and statutes of the State of Idaho, the ordinances of the City, and, when appropriate, any and all rules and regulations which may be promulgated thereunder.

**May:** Is permissive.

**Month:** A calendar month.

**Must and shall:** Are each mandatory.

**Oath:** Includes an affirmation or declaration in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases, the words "swear" and "sworn" shall be equivalent to the words "affirm" and "affirmed".

**Owner:** Applied to a building or land, means and includes any part owner, joint owner, tenant in common, joint tenant, tenant by the entirety, of the whole or a part of such building or land.

**Person:** Means and includes a natural person, joint venture, joint stock company, partnership, association, club, company, corporation, business, trust, organization, or the manager, lessee, agent, servant, officer or employee of any of them.

**Personal property:** Means and includes money, goods, chattels, things in action and evidences of debt.

**Preceding and following:** Next before and next after, respectively.

**Property:** Means and includes real and personal property.

**Real property:** Means and includes lands, tenements and hereditaments.

**Sidewalk:** That portion of a street or private property developed with a hard surface walkway for the use of pedestrians.

State: The State of Idaho.

Street: A public or private right-of-way, which provides vehicular or pedestrian access to more than four dwelling units. "Street" also includes the terms "highway", "boulevard", "parkway", "thoroughfare", "road", "avenue", "lane", "place" and all such terms except "driveway".

Tenant and occupant: Applied to a building or land, mean and include any person who occupies the whole or a part of such building or land, whether alone or with others.

Written: Means and includes printed, typewritten, mimeographed, multigraphed, or otherwise reproduced in permanent visible form.

Year: A calendar year.

(Ord. 778 § 1, 1999)

#### **1.04.020 Interpretation of language.**

All words and phrases shall be construed according to the common and approved usage of the language, but technical words and phrases and such others as may have acquired a peculiar and appropriate meaning in the law shall be construed and understood according to such peculiar and appropriate meaning.

(Ord. 778 § 2, 1999)

#### **1.04.030 Grammatical interpretation.**

The following grammatical rules shall apply in the ordinances of the City unless it is apparent from the context that a different construction is intended:

- A. *Gender.* Each gender includes the masculine, feminine and neuter genders.
- B. *Singular and plural.* The singular number includes the plural, and the plural includes the singular.
- C. *Tenses.* Words used in the present tense include the past and the future tenses and vice versa, unless manifestly inapplicable.

(Ord. 778 § 3, 1999)

#### **1.04.040 Acts by agents.**

When an act is required by an ordinance, the same being such that it may be done as well by an agent as by the principal, such requirement shall be construed to include all such acts performed by an authorized agent.

(Ord. 778 § 4, 1999)

#### **1.04.050 Prohibited acts include causing and permitting.**

Whenever in the ordinances of the City any act or omission is made unlawful, it shall include causing, allowing, permitting, aiding, abetting, suffering or concealing the fact of such act or omission.

(Ord. 778 § 5, 1999)

(Supp. No. 6)

Created: 2025-01-07 14:18:14 [EST]

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**1.04.060 Computation of time.**

Except when otherwise provided, the time within which an act is required to be done shall be computed by excluding the first day and including the last day, unless the last day is Saturday, Sunday or a legal holiday, in which case, the period runs until the end of the next day which is neither Saturday, Sunday nor legal holiday.

(Ord. 778 § 6, 1999)

**1.04.070 Construction.**

The provisions of the ordinances of the City, and all proceedings under them, are to be construed with a view to effect their objects and to promote justice.

(Ord. 778 § 7, 1999)

**1.04.080 Repeal shall not revive any ordinances.**

The repeal of an ordinance shall not repeal the repealing clause of an ordinance or revive any ordinance.

(Ord. 778 § 8, 1999)

**1.04.090 Saving and severability clause.**

It is declared to be the legislative intent that the provisions and parts of this code shall be severable. If any paragraph, part, section, subsection, sentence, clause or phrase of this code is for any reason held to be invalid for any reason by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this code.

(Ord. 778 § 9, 1999)

## CHAPTER 1.08 CORPORATE SEAL

**1.08.010 Description of corporate seal.**

The corporate seal of the City of Ketchum, Idaho, shall be circular in form approximately two inches in diameter, more or less, with an inner and outer circle, the inner circle to be approximately one-fourth-inch less in diameter than the outer circle. The seal shall bear in the space between the inner and outer circles substantially the following: "City of Ketchum, Blaine County, Idaho", and upon the space within the inner circle the word "Seal".

(Ord. 22 § 1, 1956; Ord. 781 § 1, 1999)

**1.08.020 Adoption.**

The corporate seal, the impression of which is described in section 1.08.010 of this chapter, is adopted and declared to be the official seal of the City of Ketchum, Blaine County, Idaho.

(Ord. 22 § 2, 1956; 2000 Code)

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(Supp. No. 6)

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TITLE 1 - GENERAL PROVISIONS  
CHAPTER 1.12 ORDINANCES

**CHAPTER 1.12 ORDINANCES**

**Commented [LE1]:** Delete chapter. Governed by Idaho code.

**1.12.010 Presentation of ordinance.**

All ordinances of a general or permanent nature shall be typewritten or printed and presented at a regular or at a special meeting of the City Council by a member, at the call for which provision for presentation of such ordinance is made.

(Ord. 21-5-1, 1956, 2000 Code)

**1.12.020 Rules for reading ordinances; subjects.**

Every such ordinance shall be fully and distinctly read on three different days, unless three fourths of the City Council shall dispense with the rule. An ordinance shall contain no subject which shall not be clearly expressed in its title, and no ordinance or section of such ordinance shall be revised or amended unless the new ordinance or section so revised or amended shall be repealed.

(Ord. 21-5-2, 1956, 2000 Code)

**1.12.030 Recording vote.**

On the passage or adoption of every ordinance of a general or permanent nature, the yeas and nays shall be called and recorded, and to pass or adopt the same, a concurrence of a majority of the whole number of members of the City Council shall be required.

(Ord. 21-5-3, 1956, 2000 Code)

**1.12.040 Signing ordinance.**

When any such ordinance is passed, it shall be signed by the Mayor and by the City Clerk, and the date of its adoption or passage by the City Council shall be necessary to pass the same.

(Ord. 21-5-4, 1956, 2000 Code)

**1.12.050 Time of taking effect.**

Ordinances making the annual tax levy and appropriations shall take effect immediately upon their passage. Ordinances granting franchises of any kind shall take effect not less than 30 days after their passage and approval. All other ordinances enacted by the City Council shall take effect upon their passage, approval and publication; provided, however, that the ordinance may fix a later date on which it may take effect, in which event, it shall take effect at such later date. Ordinances adopted by the electors of the City shall take effect at the date fixed in such ordinance, or if no such time is designated, at the date of adoption.

(Ord. 21-5-5, 1956, 2000 Code)

#### **1.12.060 Publication.**

Each ordinance shall be published by being inserted in one issue of an official newspaper. Publication must be made within three weeks from the date of signing the ordinance.

(Ord. 21-5-6, 1956)

#### **1.12.070 Permanent record of ordinances.**

It shall be the duty of the City Clerk to safely keep the original ordinances as passed and adopted, and to copy the same in a book provided for that purpose, and to attach to each a certificate over the seal of the City that the same is a true and correct copy of the original ordinance as passed.

(Ord. 21-5-7, 1956)

#### **1.12.080 Special ordinances and resolutions.**

All ordinances of a special or limited nature and all resolutions in the nature of ordinances and orders to enter into contracts shall be presented in writing to the City Council by a member. Such orders, resolutions or ordinances may be disposed of on one reading, or otherwise as the City Council may determine. On the final passage of any such ordinance, resolution or order, the yeas and nays shall be called and recorded, and the concurrence of a majority of the whole number of the City Council shall be necessary to pass the same.

(Ord. 21-5-8, 1956; 2000 Code)

#### **1.12.090 Rules on special ordinances and resolutions.**

Ordinances of a special or limited nature, resolutions and orders to enter into contracts shall be entered in full upon the minutes of the proceedings of the City Council but, unless otherwise directed by the City Council, shall not be entered in the book of ordinances, and shall not be published unless so required by the City Council or unless publication is required by law.

(Ord. 21-5-9, 1956; 2000 Code)

#### **1.12.100 Consent calendar.**

- A. When the Mayor determines that any item of business requires action by the Council, but is of a routine and noncontroversial nature, (s)he may cause such item to be presented at a regular meeting of the Council as part of a consent calendar.
- B. The consent calendar shall be introduced by a motion: "To approve the consent calendar", and shall be considered by the Council as a single item.
- C. There shall be no debate or discussion by any member of the Council regarding any item on the consent calendar, beyond asking questions for simple clarification.
- D. On objection by any member of the Council to inclusion of any item on the consent calendar, that item shall be removed from the consent calendar. Such objection may be recorded at any time prior to the taking of a vote on the motion to approve the consent calendar. All such items shall be considered individually, in the order in which they were objected to, immediately following consideration of the consent calendar.

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- E. Approval of the motion to approve the consent calendar shall be fully equivalent to approval, adoption or enactment of each motion, resolution, ordinance, or other item of business thereon, exactly as if each had been acted upon individually. Approval of the motion must be by roll call vote.
- F. The City Clerk shall record in the Council minutes each item passed under the consent calendar individually and in full or, if possible, separately.

(Ord. 592 §§ 1, 2, 3, 4, 5, 6, 1992)

## CHAPTER 1.20 OFFICIAL NEWSPAPER

### **1.20.010 Designated.**

- A. This chapter is adopted to designate the official newspaper for the City of Ketchum, Idaho, as required by Idaho Code section 50-213.
- B. The "Idaho Mountain Express", as a newspaper which meets the requirements of Idaho Code section 60-106 et seq., shall be and the same is designated as the official newspaper for the City of Ketchum, Idaho.

(Ord. 475 §§ 1, 2, 1988)

## **CHAPTER 1.24 PRECINCTS**

**Commented [LE2]:** Delete. Governed by County.

### **1.24.010 Designated.**

The City has designated one election precinct for the purpose of election of City officials and all general and special elections, the election precinct being the same as the City limits of the City.

(Ord. 620 § 1, 1993)

## **CHAPTER 1.28 COMPREHENSIVE PLAN**

**Commented [LE3]:** Delete. Referenced in Chapters 16 and 17 of city code.

### **1.28.010 Comprehensive plan and land use map adopted.**

- A. That certain comprehensive plan and land use map for the City of Ketchum, Idaho, entitled "the Ketchum comprehensive plan" dated April 8, 1983, is adopted.
- B. Adoption of the comprehensive plan and land use map is done by reference, in the manner authorized by Idaho Code sections 67-6509 and 50-901. At least three copies of the plan and map are on file with the office of the Ketchum City Clerk in the Ketchum City Hall, 480 East Avenue North, Ketchum, Idaho, and are available for public inspection.

(Ord. 372 §§ 1, 2, 1983)

## CHAPTER 1.32 RIGHT OF ENTRY

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### **1.32.010 Entry to any building or premises.**

Whenever any officer or employee of the City is authorized to enter any building or premises for the purpose of making an inspection to enforce any ordinance, the officer or employee may enter such building or premises at all reasonable times to inspect the same pursuant to section 1.32.020 of this chapter, except in emergency situations, or when consent of the person having charge or control of such building or premises has been otherwise obtained.

(Ord. 780 § 1, 1999)

### **1.32.020 Presentation of proper credentials.**

If the building or premises to be inspected is occupied, the authorized officer or employee shall first present proper credentials and demand entry. If such building or premises is unoccupied, the officer or employee shall first make a reasonable effort to locate the owner or other person having charge or control of the building or premises and demand entry. If consent to such entry is not given, the authorized officer or employee shall have recourse to every remedy provided by law to secure entry.

(Ord. 780 § 2, 1999)

### **1.32.030 Controlling over other ordinances.**

This chapter shall be controlling over any other ordinance or part of an ordinance on the same subject, whether heretofore or hereafter adopted, unless such ordinance or part of an ordinance provides differently by an express reference to this chapter. Notwithstanding any other ordinance of the City, it shall not be a violation of this chapter to refuse or fail to consent to an entry for inspection.

(Ord. 780 § 3, 1999)

## **CHAPTER 1.36 GENERAL PENALTY**

### **1.36.010 General penalty.**

Any person violating any of the provisions or failing to comply with any of the mandatory requirements of the ordinances of the City shall be guilty of an infraction unless the violation is made a misdemeanor by ordinance.

(Ord. 779 § 1, 1999)

### **1.36.020 Penalties, Fines and Fees ~~Misdemeanor penalty and fine~~**

~~Unless otherwise specified in this code, all penalties, fines, and administrative fees shall be established by resolution of the City Council. The current schedule of such fees and penalties is contained in the City's adopted fee resolution, as amended from time to time. Except in cases where a different punishment is prescribed by section 1.36.030 of this chapter or any ordinance of the City, any person convicted of a misdemeanor for violation of an ordinance of the City is punishable by a fine of not more than \$300.00 or by imprisonment not to exceed six months, or by both such fine and imprisonment.~~

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~~(Ord. 779 § 2, 1999)~~

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**1.36.030. Fines within federal mandated program.**

~~In the event the City is participating in a federally mandated program wherein penalties or enforcement remedies are required by the terms of participation in the program, the City may enforce such requirements by ordinance to include a criminal or civil monetary penalty not to exceed \$1,000.00, or imprisonment for criminal offenses not to exceed six months. The City may include both a fine and imprisonment for such criminal offenses.~~

~~(Ord. 779 § 3, 1999)~~

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**1.36.040 Infraction penalty and fine.**

~~Any person convicted of an infraction for violation of an ordinance of the City is punishable by a penalty of not more than \$100.00.~~

~~(Ord. 779 § 4, 1999)~~

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**1.36.050 Separate offense.**

~~Each such person shall be guilty of a separate offense for each and every day during any portion of which any violation of any provision of the ordinances of the City is committed, continued or permitted by any such person, and such person shall be punishable accordingly.~~

~~(Ord. 779 § 5, 1999)~~

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## TITLE 2 ADMINISTRATION AND PERSONNEL

### CHAPTER 2.01 MAYOR AND CITY COUNCIL

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#### 2.01.010 Mayor.

The Mayor, as the City's Chief Executive Officer, shall:

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1. Provide leadership in implementing the City's mission, ensuring the faithful execution of laws, ordinances, and policies, and advancing community values and quality of life.
2. Recommend policies, programs, and legislation to the City Council, and exercise any statutory or charter authority, including the power to approve or veto ordinances as provided by law.
3. Represent the City in intergovernmental, community, and public affairs, and serve as the primary spokesperson for City government.
4. And as other specific duties as outlined in State law.

#### 2.01.020 City Council.

The City Council, consisting of 4 members in non-designated seat, as the legislative body of the City, shall:

1. Establish policies, adopt ordinances and resolutions, approve the annual budget, and provide for the prudent use of City resources to advance the community's values and quality of life.
2. Represent the interests of residents by setting strategic goals, reviewing and evaluating City programs and services, and ensuring accountability in municipal operations.
3. Act collectively to direct the City's affairs, working with the Mayor and staff to implement policies and programs in compliance with applicable laws.
4. And as other specific duties as outlined in State law.

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#### 2.01.030 City Council Meetings.

1. Parliamentary Procedures: City Council meetings shall be conducted in accordance with Robert's Rules of Order, Newly Revised, as a guide for orderly procedure, except where superseded by state law, City code, or adopted Council rules, following the basic principles:

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- a. Agenda Items – Each meeting shall have the following components:
  - 1) Consent calendar
  - 2) Public hearings
  - 3) New business
  - 4) Executive session

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- b. Orderly Conduct – Only one person speaks at a time; remarks are addressed to the presiding officer.
- c. Motions – A proposal for Council action; requires a second before debate.
- d. Debate – Members may discuss the motion, with the presiding officer ensuring fair opportunity for all to speak.
- e. Voting – Actions are decided by majority vote unless otherwise required by law.
- f. Records – All actions taken are recorded in the official minutes.

2. Quorum: Pursuant to Idaho Code § 50-705, a quorum shall consist of a majority of the duly elected members of the Council; the minimum number of City Council members who must be present to conduct official business. No ordinance, resolution, or motion shall be passed without the concurrence of at least a majority of the full Council. No action may be taken without a quorum present, except to adjourn or recess a meeting.

3. Regular Meetings: The regular meetings of the City Council of the City of Ketchum, Idaho, shall be held on the first and third Mondays of each month at the hour of 4:00 p.m. in Ketchum City Hall, commencing on January 7, 2019. Council shall adopt an resolution annually designating meeting dates and times, which will be posted on the city website.

(Ord. 739 § 1, 1999; Ord. 870 § 1, 2001)

4. Special Meetings: Special meetings of the City Council may be called at any time by the Mayor alone or by a majority of members of the Council. The call for all special meetings shall state the object and purposes of such meetings, and no other business shall be transacted at such meetings.

#### 2.01.040 Special ordinances and resolutions.

All ordinances of a special or limited nature and all resolutions in the nature of ordinances and orders to enter into contracts shall be presented in writing to the City Council by a member. Such orders, resolutions or ordinances may be disposed of on one reading, or otherwise as the City Council may determine. On the final passage of any such ordinance, resolution or order, the yeas and nays shall be called and recorded, and the concurrence of a majority of the whole number of the City Council shall be necessary to pass the same.

(Ord. 21-5-8, 1956; 2000-Code)

#### 2.01.050 Rules on special ordinances and resolutions.

Ordinances of a special or limited nature, resolutions and orders to enter into contracts shall be entered in full upon the minutes of the proceedings of the City Council but, unless otherwise directed by the City Council, shall not be entered in the book of ordinances, and shall not be published unless so required by the City Council or unless publication is required by law.

(Ord. 21-5-9, 1956; 2000-Code)

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## 2.01.070 Reconsideration and Appeals.

### 1. Reconsideration

- a. Any applicant or affected person seeking judicial review of the City Council's final decision must first file a written request for reconsideration with the City Council within fourteen (14) days of the decision, specifying the deficiencies in the decision for which reconsideration is sought.
- b. The Council may reconsider only on one or more of the following grounds:
  - 1) Clerical error,
  - 2) Fraud or mistake,
  - 3) New evidence or changed circumstances,
  - 4) Procedural error,
  - 5) A tie vote in the initial decision, or
  - 6) Violation of substantive law.
- c. At its next regular meeting, the Council shall consider whether to grant reconsideration. If granted, a hearing limited to the specified deficiencies shall be scheduled and conducted in accordance with public notice requirements.
- d. Within sixty (60) days following receipt of the request, the Council shall issue a written decision to affirm, reverse, or modify, in whole or in part, the original decision. If the Council does not act within that time, the reconsideration request is deemed denied.

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### 2. Appeal

- a. If the Council issues a final decision – either initially or following reconsideration – an affected person may seek judicial review in the district court, as provided by Chapter 52, Title 67, Idaho Code, within twenty-eight (28) days after all local remedies have been exhausted.
- b. Upon receipt of a judicial review petition, the City shall prepare and provide the administrative record in accordance with Idaho law.

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## 2.01.080 Compensation.

In accordance with Idaho Code title 50, compensation for the Mayor and City Council members shall be fixed by ordinance at least seventy-five (75) days prior to any general City election. Annual salaries are effective January 1 of the following year.

Commencing January 1, 2008, the compensation of the Mayor and of the members of the City Council shall be as follows:

1. The Mayor shall receive a monthly salary in the sum of \$3,000.00. Furthermore, beginning January 1, 2009, and continuing each January thereafter, the Mayor shall receive a cost of living adjustment (COLA) to such salary in the same amount afforded to City of Ketchum employees. The Mayor shall also receive health benefits, dental benefits, vision benefits, long term disability benefits and healthcare reimbursement account benefits in the same amount afforded to City of Ketchum employees. The Mayor shall also receive Idaho PERSI retirement benefits in the same amount afforded to City of Ketchum employees as prescribed by Idaho Code section 59-1322. If such benefits are declined by the Mayor, a

TITLE 2 - ADMINISTRATION AND PERSONNEL  
CHAPTER 2.04 CITY COUNCIL MEETINGS

monthly payment shall be made compensating the Mayor for benefits in an amount not to exceed the value of the benefits; and

2. Each member of the Council shall receive a monthly salary in the sum of \$1,666.67. Furthermore, beginning January 1, 2009, and continuing each January thereafter, each member of the Council shall receive a cost of living adjustment (COLA) to such salary in the same amount afforded to City of Ketchum employees. Each member of the Council shall also receive health benefits, dental benefits, vision benefits, long term disability benefits and healthcare reimbursement account benefits in the same amount afforded to City of Ketchum employees. Each member of the Council shall also receive Idaho PERSI retirement benefits in the same amount afforded to City of Ketchum employees as prescribed by Idaho Code section 59-1322. If such benefits are declined by a member of the Council, a monthly payment shall be made compensating such member of the Council for benefits in an amount not to exceed the value of the benefits.

3. No other compensation shall be afforded to the Mayor or Council Members.

(Ord. 1023 § 1, 2007)

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## CHAPTER 2.02 APPOINTED OFFICERS

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### 2.02.010 Appointment of Officers.

The Mayor, with the consent of the Council, shall appoint the City Administrator, City Clerk, City Treasurer and City Attorney. Appointed officers may be removed from office either by the mayor and two council members, or only by three members of council.

### 2.02.020 Officer Duties.

#### 1. City Administrator

- a. Oversee day-to-day city operations consistent with Council policies and the Mayor's direction,
- b. Supervise department heads and support effective interdepartmental coordination,
- c. Assist in preparing the annual budget and advise on financial and operational matters,
- d. Provide administrative support to the City Council, including attendance at meetings and preparation of reports,
- e. Act as point of contact for residents, businesses, other governmental agencies, and the community, and
- f. Perform additional duties as assigned by the Mayor or City Council.

#### 2. City Clerk

- a. Keep the official records of the City, including ordinances, resolutions, minutes, and contracts,
- b. Maintain the City seal and attest official documents,
- c. Administer oaths of office when required by law,
- d. Act as custodian of public records and manage requests under Idaho Law,
- e. Issue licenses and permits as authorized by ordinance, and

TITLE 2 - ADMINISTRATION AND PERSONNEL  
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- f. Perform such other duties as may be required by law, ordinance, or direction of the Mayor and Council.
- 3. City Treasurer
  - a. Collect, receive and safely keep all city funds,
  - b. Deposit city funds in approved depositories,
  - c. Keep accurate records of all receipts and disbursements,
  - d. Disburse funds only upon proper authorization and warrant,
  - e. Provide regular financial reports to the Mayor and Council,
  - f. Assist with budget preparation and monitoring of city finances, and
  - g. Perform other duties as prescribed by law or directed by the Mayor and Council.
- 4. City Attorney
  - a. Act as legal advisor to the Mayor, Council, and city departments,
  - b. Draft ordinances, resolutions, contracts, and other legal documents,
  - c. Represent the City in civil proceedings and prosecute ordinance violations as directed,
  - d. Provide legal opinions and guidance to the Mayor, Council, and staff,
  - e. Attend Council meetings when requested by the Mayor or Council, and
  - f. Perform such other duties as may be required by law, ordinance, or direction of the Mayor and Council.

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## **CHAPTER 2.03 DEPARTMENTS**

### **2.03.010 Establishment of Departments.**

The City Council may, by ordinance or resolution, create, consolidate, or dissolve departments as necessary for the efficient administration of City affairs. The administrative service of the City shall be organized into the following departments:

- 1. Administration
- 2. Community Engagement
- 3. City Clerk
- 4. Finance
- 5. Fire
- 6. Housing
- 7. Planning & Building
- 8. Police
- 9. Public Works

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- a. [Facilities Division](#)
- b. [Streets Division](#)
- c. [Wastewater Division](#)
- d. [Water Division](#)
- 9. [Recreation](#)

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#### **2.03.020 Department Heads.**

Each department shall be directed by a department head who shall be appointed by the City Administrator in consultation with the mayor, except appointed officers requiring City Council confirmation. Department heads shall be responsible for the administration and operation of their departments, including:

- 1. [Implementing City policies and ordinances within their areas of responsibility,](#)
- 2. [Managing staff, budgets, and resources assigned to the department,](#)
- 3. [Advising the Mayor and Council on departmental matters,](#)
- 4. [Coordinating with other departments, boards, and commissions to further the City's goals, and](#)
- 5. [Performing other duties as may be assigned by the Mayor or City Administrator.](#)

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### **CHAPTER 2.04 CODE OF ETHICS**

#### **2.04.010 Purpose.**

The purpose of this chapter is to promote public confidence in the integrity of city government by establishing clear ethical standards for city officials, employees, and contractors. These standards are intended to supplement, not replace, the requirements of Idaho Code Title 74, Chapter 4, "Ethics in Government."

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#### **2.04.020 Applicability.**

This chapter applies to all elected and appointed city officials, members of boards and commissions, city employees, and contractors acting on behalf of the City of Ketchum.

#### **2.04.030 Conflicts of Interest.**

- 1. [Prohibited Conduct. No city official, employee, or contractor shall engage in any action, decision, or vote that may result in a direct or indirect financial benefit to themselves, their household members, or any business with which they are associated, when such benefit conflicts with the proper discharge of their official duties.](#)
- 2. [Disclosure Required. Any person covered by this chapter who has a potential conflict of interest shall disclose the nature of the conflict prior to participating in any discussion, decision, or action on the matter.](#)
- 3. [Recusal. Upon disclosure, the official or employee shall abstain from participation in the decision-making process when the conflict exists, unless otherwise permitted by Idaho Code.](#)

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CHAPTER 2.04 CITY COUNCIL MEETINGS

4. Use of Position. No person shall use their position or city resources for personal gain, private advantage, or to benefit another in a manner inconsistent with public duties.

**2.04.040 Gifts and Favors.**

No city official, employee, or contractor shall solicit or accept any gift, favor, service, or item of value that could reasonably be perceived to influence, or appear to influence, the impartial performance of official duties. Acceptance of items of nominal value, such as promotional items, light refreshments, or awards of recognition customarily given in the ordinary course of civic or professional relationships, is permitted. Any gift or benefit received in connection with city service shall not exceed fifty dollars (\$50.00).

**CHAPTER 2.04 CITY COUNCIL MEETINGS**

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**2.04.010 Regular meetings.**

The regular meetings of the City Council of the City of Ketchum, Idaho, shall be held on the first and third Mondays of each month at the hour of 5:30 p.m. in the City Hall of the City, to commence June 18, 2001.

(Ord. 739 § 1, 1999; Ord. 870 § 1, 2001)

**2.04.020 Special meetings.**

Special meetings of the City Council may be called at any time by the mayor alone or by two members of the Council.

(Ord. 739 § 2, 1999)

**2.04.030 Notice for call of special meetings.**

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The call for all special meetings shall state the object and purposes of such meetings, and no other business shall be transacted at such meetings.

(Ord. 739 § 3, 1999)

**CHAPTER 2.12 OATH OF OFFICE**

**2.12.010 Oath of office.**

Each officer and employee of the City shall take and subscribe before some person authorized to administer oaths an oath substantially in the following form:

I do solemnly swear that I will support the Constitution of the United States of America and the Constitution and the Laws of the State of Idaho; that I will faithfully and impartially discharge the duties of the office of (or the position of) of the City of Ketchum, Idaho according to the best of my ability. So help me God!

(Ord. 23 § 1, 1956; 2000 Code)

#### **2.12.020 Take oath and filing same before performance of duties.**

~~The oath must be taken and subscribed by each officer and employee before he or she shall enter upon the performance of his or her duties, and the oath, after it is taken and subscribed, shall be filed with the City Clerk and kept as an official record of the City of Ketchum, Idaho.~~

~~(Ord. 23-5-2, 1956; 2000 Code)~~

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### **CHAPTER 2.16 BONDS**

#### **2.16.010 Bonds for officers and employees.**

~~Before entering upon the performance of his or her duties, any employee of the city may be required by the City Council to enter into, execute and file with the City Clerk a good and sufficient bond signed also by a surety or sureties approved by the City Council and conditioned for the faithful and honest performance of the duties of the office or position he or she wants, and the delivery to the City of such money or property as shall come into his or her keeping, which bond shall be in such sum as may be fixed by the City Council and shall be made payable to the City of Ketchum, Idaho; provided, however, that an increase in the amount of any such bond may be required at any time by the City Council.~~

~~(Ord. 23-5-3, 1956)~~

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### **CHAPTER 2.20 OFFICERS' SALARIES**

**Commented [LE11]:** Moved to 2.01.050. No changes.

#### **2.20.010 Mayor and Council; compensation.**

~~Commencing January 1, 2008, the compensation of the Mayor and of the members of the City Council shall be as follows:~~

- ~~A. The Mayor shall receive a monthly salary in the sum of \$3,000.00. Furthermore, beginning January 1, 2009, and continuing each January thereafter, the Mayor shall receive a cost of living adjustment (COLA) to such salary in the same amount afforded to City of Ketchum employees. The Mayor shall also receive health benefits, dental benefits, vision benefits, long term disability benefits and healthcare reimbursement account benefits in the same amount afforded to City of Ketchum employees. The Mayor shall also receive Idaho PERSI retirement benefits in the same amount afforded to City of Ketchum employees as prescribed by Idaho Code section 59-1322. If such benefits are declined by the Mayor, a monthly payment shall be made compensating the Mayor for benefits in an amount not to exceed the value of the benefits; and~~
- ~~B. Each member of the Council shall receive a monthly salary in the sum of \$1,666.67. Furthermore, beginning January 1, 2009, and continuing each January thereafter, each member of the Council shall receive a cost of living adjustment (COLA) to such salary in the same amount afforded to City of Ketchum employees. Each member of the Council shall also receive health benefits, dental benefits, vision benefits, long term disability benefits and healthcare reimbursement account benefits in the same amount afforded to City of Ketchum employees. Each member of the Council shall also receive Idaho PERSI retirement benefits in the same amount afforded to City of Ketchum employees as prescribed by Idaho Code section 59-1322. If such benefits are declined by a member of the Council, a monthly payment shall be made compensating such member of the Council for benefits in an amount not to exceed the value of the benefits.~~

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C. No other compensation shall be afforded to the Mayor or Council Members.

(Ord. 1023 § 1, 2007)

## **CHAPTER 2.24 PEACE OFFICER TRAINING**

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### **2.24.010 Peace officer training.**

- A. The City of Ketchum, Idaho, declares that it desires to qualify to receive aid for police training from the Law Enforcement Planning Commission under Idaho Code section 19-5110; and
- B. Pursuant to Idaho Code section 19-5109, the City, while receiving aid from the Law Enforcement Planning Commission pursuant to such section, will adhere to the standards for employment and training established by the Idaho Peace Officer Standards and Training Advisory Council.

(Ord. 170 §§ 1, 2, 1971; Ord. 784 §§ 1, 2, 1999)

## **CHAPTER 2.28 ELECTIONS**

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### **2.28.010 Polling places.**

The polls for all general and special elections shall be opened from 8:00 a.m. and remain open until all registered electors of that precinct have voted or until 8:00 p.m., whichever comes first.

(Ord. 590 § 1, 1992)

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## **TITLE 3**

### **REVENUE AND FINANCE****ADMINISTRATION OF LOCAL OPTION TAX**

#### **CHAPTER 3.04 LOCAL IMPROVEMENT GUARANTEE FUND**

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##### **3.04.010 Special fund created.**

~~There is created in the City of Ketchum, County of Blaine, State of Idaho, a special fund known and designated as local improvement guarantee fund of the City of Ketchum, Idaho.~~

~~(Ord. 157 § 1, 1970)~~

##### **3.04.020 Purpose.**

~~The fund is created for the purpose of guaranteeing to the extent of the fund the payment of bonds or warrants, or both, and interest, hereafter issued in connection with any local improvement district in the City for the payment of improvements in the City.~~

~~(Ord. 157 § 2, 1970)~~

##### **3.04.030 Annual levy.**

~~In order to provide money for the fund and for the use and purposes of the fund, the Mayor and Council of the City shall levy an annual tax not to exceed two hundredths percent per year of the market value for assessment purposes on all of the taxable property in the City; provided, however, that the City may reduce the amount of the levy if the City appropriates from other proper sources, as may be determined by the City, a sum approximately equal in amount to the sum which it is estimated will be not collected but would have been collected except for the reduction of the levy; and provided further, that the total sum so levied and/or appropriated in any year shall not be more than sufficient to pay the outstanding warrants on the fund and to establish a balance in the fund, which combined levy and appropriations in any one year shall not exceed five percent of the outstanding obligations guaranteed by the fund; and provided further, that the City shall not levy any tax as provided in this section when the amount of monies in the local improvement guarantee fund equals ten percent of the total outstanding obligations to be guaranteed. The tax levies authorized in this section and collected shall be additional to and, if need be, in excess of, any and all statutory and charter limitations.~~

~~(Ord. 157 § 3, 1970; Ord. 783 § 1, 1999)~~

##### **3.04.040 Method of payment.**

~~Hereafter, when any bond, warrant or coupon drawn against local improvement fund is presented to the City for payment, and there is not a sufficient amount in the local improvement fund against which to draw to pay the same, unless otherwise requested by the holder, payment therefor shall be made by warrant drawn against the local improvement guarantee fund. Such warrants, when presented to the City Treasurer for payment, if not paid, shall be registered and shall draw interest at a rate not to exceed six percent per annum as may be fixed by the~~

City Council. Neither the holder nor the owner of any bond or warrant hereafter issued in any local improvement district shall have any claim therefor except for the payment from the special assessment made for the improvement for which the bond or warrant was issued and except against the local improvement guarantee fund provided by this chapter. The City shall not be liable to any holder or owner of the bond or warrant for any loss to the guarantee fund occurring in the lawful operation of the fund by the City.

(Ord. 157 § 4, 1970)

### **3.04.050 Subrogation of City.**

Whenever there shall be paid out of the local improvement guarantee fund any sum on account of principal or interest of a local improvement bond or warrant, the City, as trustee for the fund, shall be subrogated to all of the rights of the holders or owners of the bonds or interest coupons or warrants so paid, and the policies or the assessment underlying the same, and all become part of the guarantee fund. There shall be paid into the guarantee fund any surplus remaining in any local improvement fund after the payment of all outstanding bonds or warrants payable out of such local improvement fund. Bonds or warrants guaranteed by such fund shall have no preference except in the order of presentation for payment.

(Ord. 157 § 5, 1970)

### **3.04.060 Delinquency certificates; redeeming property.**

Hereafter, all monies derived from the assignment of delinquency certificates, redemption, sale of property under foreclosure for delinquent local improvement assessments or from the rent or sale of property, title to which has been obtained by the City pursuant to Idaho Code chapter 17 of title 50, and all other laws amendatory and supplemental thereto, shall be paid into the local improvement guarantee fund, and all delinquency certificates issued and such property acquired shall be held by the City for the benefit of such guarantee fund. Money from the guarantee fund may be used to redeem property subject to local improvement assessments from general tax delinquencies, underlying bonds or warrants guaranteed by the fund, or to purchase such property at county tax sales, or otherwise, from the county for the purpose of protecting the guarantee fund. After so acquiring title to real property, the City may lease or sell and convey the same for such price and on such terms as may be determined by the Council, and any provisions of law, charter or ordinance to the contrary notwithstanding, and all proceeds shall belong to and be paid into the guarantee fund; provided, however, that in any event the City purchases such property at a tax sale, or otherwise, it shall not be sold for a lesser sum than the City paid.

(Ord. 157 § 6, 1970)

### **3.04.070 Fund shortfalls.**

Whenever there is not a sufficient amount of cash in such local improvement guarantee fund at any time to pay any and all warrants, together with interest, drawn against such fund, the City Council may replenish such local improvement guarantee fund by transferring or appropriating to it monies from the general fund of the City or other available sources, as may be determined by such Council, subject, however, to the limitations prescribed in this chapter. Warrants drawing interest as provided in this chapter may be issued against such local improvement guarantee fund to meet any financial liability against it, but at the time of making its next annual tax levy, the City shall provide for the levy of a sum sufficient with other resources of the guarantee fund to pay warrants so issued and outstanding, the tax for this purpose not to exceed one mill in any one year.

(Ord. 157 § 7, 1970)

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### **3.04.080 Claims against City.**

The holder or owner of any local improvement bond or warrant issued hereafter shall have no claim against the City, except to the extent of the funds created and received by assessments against the property within any local improvement district and to the extent of his or her pro rata share of the local improvement guarantee fund, authorized and issued under the provisions of this chapter.

(Ord. 157 § 8, 1970)

### **3.04.090 Excess funds.**

If at any time the local improvement guarantee fund exceeds, in amount of monies held, ten percent of the total outstanding obligations guaranteed, then the City Council may, by ordinance, authorize the Treasurer or appropriate official of the City to return and pay such excess or any part to the general fund of the City, to return and pay such excess or any designated part all or any part of local improvement district bonds of the municipality then issued and outstanding or to be issued. The passage of such ordinance shall require the affirmative vote of at least three-fourths of the full Council.

(Ord. 157 § 9, 1970)

### **3.04.100 Termination of local improvement guarantee funds.**

At such time, and not before, when all bonds and coupons of all local improvement districts in the City shall have been paid in full, the Mayor and Council may provide by ordinance that the amounts and all property rights in such local improvement guarantee fund shall revert to the general fund of the City of Ketchum, Idaho, and such local improvement guarantee fund shall terminate and be nonexistent.

(Ord. 157 § 10, 1970)

### **3.04.110 Bonds irrepealable.**

After the bonds of any local improvement district for the City of Ketchum, Idaho, have been issued, this chapter shall constitute a contract by the City and holder or holders of such bonds and shall be and remain irrepealable until such bonds and the interest accruing shall have been fully paid, satisfied and discharged.

(Ord. 157 § 11, 1970)

## **CHAPTER 3.08 SALE OF UNCLAIMED PROPERTY**

### **3.08.010 Unclaimed property.**

A. *Deposit with Police Department; time constraints.* All lost or abandoned property found upon property belonging to the City shall be deposited with and transferred to the custodial possession of the Police Department. Further, any property that has been abandoned or impounded, which has come into possession or custody of the City Police Department or taken into its custody by legal process which, after due process, remains unclaimed, shall become the property of the City for a period of six months. Upon the expiration of six months, such property shall be subject to sale by the Police Department in accordance with the procedures set forth in this chapter.

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B. Exceptions. Bicycles need only be unclaimed or unredeemed by the owner for a minimum time of 90 days, and personal property with a fair market value of less than \$25.00 need only be unclaimed or unredeemed by the owner for a minimum time of 30 days before sale by the City Police Department.

(Ord. 818 § 1, 1999)

### **3.08.020 Notice of sale.**

Before the sale of property which is subject to this chapter, notice must be given by posting a similar notice in three public places in the City where the sale is to take place for not less than five nor more than ten days before the date and time set for the sale or by publishing a copy at least one week, and not more than two consecutive weeks, in a newspaper published in the county. In the cases of perishable property or real property, the notice requirements pursuant to Idaho Code section 11-302 shall be followed. Whenever the City Police Department has knowledge of the name and address of the owner, a copy of the notice of sale shall be mailed to such owner, with postage prepaid, at least five days prior to the sale.

(Ord. 818 § 2, 1999)

### **3.08.030 Sale.**

All sales of property under this chapter must be made at auction, to the highest bidder, between the hours of 9:00 a.m. and 5:00 p.m. When the sale is of personal property capable of manual delivery, it must be within view of those who attend the sale. In the case of real property, the procedures pursuant to Idaho Code section 11-301 shall be followed. Neither the officer holding the auction nor his or her deputy can become a purchaser or be interested in any purchase at such sale.

(Ord. 818 § 3, 1999)

### **3.08.040 Disposition of funds from sale.**

The proceeds of such sale shall be applied first to all costs assessed or incurred against the personal property so sold including any storage charges as keepers' fee and expenses of sale incurred by the City Police Department. The balance of such proceeds, if any, shall be kept by the City Police Department in a separate fund for a period of one year from the date of sale. Any person claiming title to or ownership of such proceeds by reason of ownership shall make written application to the City Police Department. Upon satisfactory proof of such title or ownership furnished within one year, such proceeds shall be delivered to the claimant. If no claim is made before the expiration of one year from the receipt of the proceeds, the same shall be paid by the City Police Department to the City Clerk who shall credit the same to the general fund, and no claim for such proceeds shall be considered.

(Ord. 818 § 4, 1999)

### **3.08.050 Disposal of firearms.**

Any firearms that shall come into possession of the City under this chapter and held for a minimum time period of six months shall be disposed of by any of the following methods:

- A. Unusable or unsafe weapons may be scrapped by melting or other method of destruction.
- B. Sale to an authorized firearm dealer by sealed or open bids.
- C. Converted to public agency ownership for official law enforcement purposes.

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(Ord. 818 § 5, 1999)

### **3.08.060 Public use of abandoned or unclaimed property.**

Any property which is the subject of this chapter that has been held by the City for a minimum time period of six months may be put to a public use, rather than sold at public auction, provided:

- A. An actual or appraised value is determined for each item.
- B. Prior to such public use, the City Council must, by resolution, describe the property to be subject to public use, and specifically authorize the utilization of such property for such public use.
- C. Procedures and records are maintained as to location, use and final disposition of each item.

(Ord. 818 § 6, 1999)

**Commented [LE2]:** DELETE - Governed by State code

## **CHAPTER 3.12 NONPROPERTY TAXES**

### **3.12.010 Findings.**

The City Council of the City finds that the City has a population not in excess of 10,000 according to the most recent census and is a City that derives the major portion of its economic well being from people catering to recreational needs and meeting needs of people traveling to the destination City for an extended period of time; that the City has a significant economic dependence upon visitors and travelers passing through or staying in the community and the City; and that the visitors and travelers require services of the City which place an undue burden upon the taxpayers of the City.

(Ord. 712 § 1, 1997)

### **3.12.020 Definitions.**

For the purposes of this chapter, the following terms, phrases, words and their derivations shall have the meanings given in this section:

Hotel-motel: Means and includes any business including hotels, motels, condominiums, tourist homes, and any other business which in the regular course of business rents or leases for occupancy temporary lodging to individuals with or without meals, except where residence is maintained continuously under terms of a lease or similar agreement for a period in excess of 30 days.

In the City of Ketchum: Within the municipal boundaries of the City of Ketchum, Blaine County, Idaho.

Liquor by the drink: Means and includes:

- A. Alcohol: The product of distillation of any fermented liquor, rectified either once or more often, whatever may be the origin, or synthetic ethyl alcohol.
- B. Spirits: Any beverage which contains alcohol obtained by distillation mixed with drinkable water and other substances in solution, including, among other things, brandy, rum, gin, and whiskey.
- C. Wine: Any alcohol beverage obtained by the fermentation of the natural sugar content of fruits (grapes, apples, etc.) or other agricultural products containing sugar (honey, milk, etc.).
- D. Beer: Any alcohol beverage obtained from the fermentation of sugar, barley, hops, malt, yeast and similar ingredients.

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- E. Other: Any liquid or solid, patented or not, containing alcohol, spirits, or wine and susceptible of being consumed by a human being, for beverage purposes.

Person: Means and includes any individual, firm, copartnership, joint venture, association, social club, fraternal organization, corporation, estate, trust, business trust, receiver, trustee, syndicate, cooperative, assignee, or any other group or combination acting as a unit.

Purchase: Means and includes any transfer, rental, exchange or barter, conditional or otherwise, in any manner or by any means whatsoever, of tangible personal property for a consideration. A transaction whereby the possession of property is transferred but the seller retains the title as security for the payment of the price is a purchase. A transfer for a consideration of any publication or of tangible personal property which has been produced, fabricated or printed to the special order of the customer is also a purchase.

Retail sale or sale at retail: A sale of tangible personal property for any purpose other than resale of that property in the regular course of business, or lease or rental of that property in the regular course of business, where such rental or lease is taxable under Idaho Code section 63-3612(h).

- A. All persons engaged in constructing, altering, repairing or improving real estate, which includes construction of prefabricated buildings as defined in Idaho Code section 63-3606A, are consumers of the material used by them; all sales to or use by such persons of tangible personal property are taxable whether or not such persons intend resale of the improved property.
- B. The delivery in this state of tangible personal property by an owner or former owner or by a factor, or agent of such owner, former owner or factor, if the delivery is to a consumer or person for redelivery to a consumer, pursuant to a retail sale made by a retailer not engaged in business in this state, is a retail sale in this state by the person making the delivery. He or she shall include the retail selling price of the property in his or her total sales subject to tax under this chapter.
- C. For the purposes of this chapter as enacted, the sale or purchase of a prefabricated building is deemed a sale or purchase of real property and not a sale or purchase of tangible personal property.

Retailer: Means and includes:

- A. Every seller who makes any retail sale or sales of tangible personal property and every person engaged in the business of making retail sales at auction of tangible personal property owned by the person or others.
- B. Every person engaged in the business of making sales for storage, use, or other consumption or in the business of making sales at auction of tangible personal property owned by the person or others for storage, use, or other consumption.
- C. Every person making more than two retail sales of tangible personal property during any 12-month period, including sales made in the capacity of assignee for the benefit of creditors, or receiver or trustee in bankruptcy, or every person making fewer sales who holds himself or herself out as engaging in the business of selling such tangible personal property at retail.
- D. When the City Clerk/Treasurer determines that it is necessary for the efficient administration of this chapter to regard any salespeople, representatives, peddlers or canvassers as agents of the dealers, distributors, supervisors or employers under whom they operate or from whom they obtain the tangible personal property sold by them, irrespective of whether they are making sales on their own behalf or on behalf of such dealers, distributors, supervisors or employers, the City Clerk/Treasurer may so regard them and may regard the dealers, distributors, supervisors or employers as retailers for the purpose of this chapter.
- E. Persons conducting both contracting and retailing activities. Such persons must keep separate accounts for the retail portion of their business and pay tax in the usual fashion on this portion.

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Room occupancy charge: Means and includes the total amount charged for the rental use or temporary occupancy of a room or living unit, valued in money, whether paid in money or otherwise, without any deduction.

Sale:

- A. Means and includes any transfer of title, exchange or barter, conditional or otherwise, in any manner or by any means whatsoever, of tangible personal property for a consideration and shall include any transfer of possession through incorporation or any other artifice found by the state tax commission to be in lieu of, or equivalent to, a transfer of title, an exchange or barter.
- B. Sale also includes:
  - 1. Producing, fabricating, processing, printing or imprinting of tangible personal property for a consideration for consumers who furnish either directly or indirectly the materials used in the producing, fabricating, processing, printing or imprinting;
  - 2. Furnishing, preparing or serving for a consideration food, meals or drinks;
  - 3. A transaction where the possession of property is transferred but the seller retains the title as security for the payment of the price;
  - 4. A transfer for a consideration of the title or possession of tangible personal property which has been produced, fabricated or printed to the special order of the customer, or of any publication;
  - 5. Admission charges;
  - 6. Receipts from the use of or the privilege of using tangible personal property or other facilities for recreational purposes;
  - 7. Providing hotel, motel, condominium, tourist home or trailer court accommodations and services, except where residence is maintained continuously under the terms of a lease or similar agreement for a period in excess of 30 days.

Sale of liquor by the drink: Means and includes the sale at retail of liquor by the drink for consumption on the premises, and includes any transfer of money, title, exchange, barter or credit, conditional or otherwise, in any manner or by any means whatsoever as consideration.

Sales price:

- A. Means and includes the total amount for which tangible personal property, including services agreed to be rendered as a part of the sale, is sold, rented or leased, valued in money, whether paid in money or otherwise, without any deduction on account of any of the following:
  - 1. The cost of the property sold. However, in accordance with such rules and regulations as the state tax commission may prescribe, a deduction may be taken if the retailer has purchased property for some purpose other than resale or rental, has reimbursed his or her vendor for tax which the vendor is required to pay to the state or has paid the use tax with respect to the property, and has resold or rented the property prior to making any use of the property other than retention, demonstration or display while holding it for sale in the regular course of business. If such a deduction is taken by the retailer, no refund or credit will be allowed to his or her vendor with respect to the sale of the property.
  - 2. The cost of materials used, labor or service cost, losses, or any other expense.
  - 3. The cost of transportation of the property prior to its sale.
- B. The term "sales price" does not include any of the following:
  - 1. Discounts allowed and taken on sales, but only to the extent that such discounts represent price adjustments as opposed to cash discounts offered only as an inducement for prompt payment.

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2. Any sums allowed on merchandise accepted in part payment of other merchandise.
3. The amount charged for property returned by customers when the amount charged therefor is refunded either in cash or credit; but this exclusion shall not apply in any instance when the customer, in order to obtain the refund, is required to purchase other property at a price greater than the amount charged for the property that is returned.
4. The amount charged for labor or services rendered in installing or applying the property sold; provided, that the amount is stated separately, and such separate statement is not used as a means of avoiding imposition of this tax upon the actual sales price of the tangible personal property.
5. The amount of any tax (not including, however, any manufacturers' or importers' excise tax) imposed by the United States upon or with respect to retail sales whether imposed upon the retailer or the consumer.
6. The amount charged for finance charges, carrying charges, service charges, time-price differential, or interest on deferred payment sales, provided such charges are not used as a means of avoiding imposition of this tax upon the actual sales price of the tangible personal property.
7. Charges for transportation of tangible personal property after sale.

Sales tax act: The Idaho Sales Tax Act, Idaho Code section 63-3601 et seq., including subsequent amendments, which is adopted by reference.

Seller: Every person making sales at retail or retail sales to a buyer or consumer, whether as agent, broker or principal.

Tangible personal property: Personal property which may be seen, weighed, measured, felt or touched, or which is in any other manner perceptible to the senses.

Taxpayer: Any person subject to or liable for any taxes imposed by this chapter.

(Ord. 712 § 2, 1997)

### **3.12.030 Imposition and rate of certain nonproperty sales taxes.**

The City imposes and shall collect certain nonproperty taxes, as follows:

- A. A municipal sales tax is imposed upon each sale at retail within the City of Ketchum, Idaho, at the rate of two percent of the sales price of all property subject to taxation under Idaho Code section 63-3601 et seq., Idaho Sales Tax Act, including subsequent amendments, except on the sale of "groceries" (defined in this section) and motor vehicles which are titled by the Idaho Department of Motor Vehicles. For the purpose of this chapter, "groceries" means any edible food or foodstuffs intended for human consumption, except:
  - (1) Alcoholic beverages;
  - (2) Tobacco; and
  - (3) Any food product which is prepared and sold for consumption at any "eating place" as defined in Idaho Code section 39-1702; or
  - (4) Any sandwiches and foods prepared and sold by retailer for immediate human consumption; or
  - (5) Any food product sold through a vending machine if the sales price is more than \$0.15;

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- B. An additional one percent hotel-motel room occupancy sales tax on receipts from all short term rental (30 days or less) charges for hotel rooms, motel rooms, condominium units, tourist homes and the like;
- C. An additional one percent liquor by the drink sales tax on all sales at retail of liquor by the drink including liquor, beer, wine and all other alcoholic beverages, for consumption on the premises;
- D. When the sales price involves a fraction of a dollar, such nonproperty taxes shall be collected on that fractional portion of the price by adding the tax based upon a bracket system. The bracket system for the collection of the two percent nonproperty tax shall be as set forth in exhibit A<sup>1</sup>, attached to the ordinance codified herein and made a part of this section by reference. The bracket system for the collection of the three percent nonproperty tax shall be as set forth in exhibit B<sup>2</sup>, attached to the ordinance codified herein and made a part of this section. The retailer shall calculate the tax upon the entire amount of purchases of the consumer made at a particular time subject to this chapter, and not separately upon each item purchased. The retailer may retain any amount collected under such bracket system which is in excess of the amount of tax for which he or she is liable to the City during the period as compensation for the work of collecting such tax;

~~E. All monies collected and/or retained under the provisions of this chapter shall be held in trust for the City and for payment to the City Clerk in the manner and at the times provided in this chapter.~~

(Ord. 1108, 2013)

**Commented [LE3]:** City does not hold these funds in trust.

### **3.12.040 Duration of taxes.**

The nonproperty sales taxes authorized and collected under this chapter are hereby imposed for a duration of 15 years from the effective date hereof, which provides for the collection of local option taxes through December 31, 2027.

The duration for the imposition and collection to raise the current rates an additional one percent for five years from the effective date of January 1, 2019.

(Ord. 1108, 2013; Ord. 1166, 2017)

### **3.12.050 Purposes for which the revenues derived from nonproperty taxes shall be used.**

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

- A. Municipal transportation.
- B. Open space acquisition and recreation.
- C. Capital improvements: roads, water, sewer, parking, Ore Wagon Museum.
- D. Emergency services: police, fire, ambulance.
- E. City promotion, visitor information and special events.
- F. Property tax relief.
- G. Direct costs to collect and enforce the tax.

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<sup>1</sup>Editor's note(s)—Exhibits may be inspected at the Ketchum City Clerk's [-Treasurer's](#) Office.

<sup>2</sup>Editor's note(s)—Exhibits may be inspected at the Ketchum City Clerk's [-Treasurer's](#) Office.

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H. Maintaining and increasing air service to Friedman Memorial Airport.

(Ord. 1108, 2013)

### **3.12.060 Creation of a property tax relief fund.**

There is created in the Office of the City Clerk-Treasurer a fund to be designated as the municipal property tax relief fund. All monies collected under this chapter, and not otherwise budgeted by the City Council, shall be placed by the City Clerk-Treasurer into the municipal property tax relief fund. All monies collected and placed into the fund shall be used to replace City property taxes in the ensuing fiscal year.

(Ord. 1108, 2013)

### **3.12.070 Authorization for City Clerk-Treasurer to administer, regulate and collect nonproperty taxes.**

The City Clerk-Treasurer of the City is authorized and empowered to administer, regulate and collect payment of all nonproperty taxes adopted and imposed by this chapter. The Clerk-Treasurer shall have all of the powers set forth in this chapter, together with those additional powers necessary and proper to carry out the provisions of this chapter.

(Ord. 712 § 7, 1997)

### **3.12.080 Permits required and issuance of permits.**

- A. Every person desiring to engage in or conduct business of retail sales, and/or renting a hotel-motel room, and/or selling liquor by the drink within the City shall file with the City Clerk-Treasurer an application for a municipal nonproperty sales tax permit for each place of business. A separate permit is required for each place of business within the City. Every application for a permit shall be made upon a form prescribed by the City Clerk-Treasurer and shall set forth the name under which the applicant transacts or intends to transact business, the location of the business or places of businesses, and such other information as the City may require. The application shall be signed by the owner, if he or she is a natural person; or in the case of an association or partnership, by a member or partner; in the case of a corporation, by an executive officer or other person authorized by the corporation to sign the application.
- B. Upon filing an application meeting the requirements set out in subsection A of this section, the City Clerk-Treasurer shall issue to each applicant a permit for each place of business. A permit shall not be assignable, and shall be valid only for the person in whose name it is issued and for the transaction of business at the place designated. It shall at all times be conspicuously displayed at the location for which it was issued. Issuance of a permit may be subject to additional requirements as set forth in this chapter.
- C. On the face of the permit shall be fixed a municipal nonproperty tax number which shall be used by the applicant as an identifying number on all filing, payment and correspondence with regard to the nonproperty tax imposed under this chapter.

(Ord. 712 § 8, 1997)

### **3.12.090 Method for payment of taxes.**

- A. The taxes imposed by this chapter shall be computed and paid for each calendar month. Such taxes are due and payable to the City Clerk-Treasurer on or before the twentieth day of the succeeding month. The

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amount of tax paid shall be computed on all sales subject to taxation under this chapter. Each person required to hold a municipal nonproperty sales tax permit and number shall file a municipal nonproperty sales tax return and a copy of his or her Idaho State Sales Tax return for the month at the same time taxes are paid to the City Clerk/Treasurer, unless such person has been permitted in writing by the Idaho State Tax Commission to file quarterly sales or use tax returns. Persons who have been permitted to file other than monthly returns shall notify the City Clerk/-Treasurer in writing, and the City Clerk/-Treasurer may require reporting of state tax returns over some other period.

- B. The first payment of taxes under this chapter shall be due and payable together on February 20, 1998, for that period beginning January 1, 1998, and ending January 31, 1998. Thereafter, all payments shall be made monthly.
- C. A municipal nonproperty sales tax return shall be filed each and every month by every person engaging in sales subject to taxation under this chapter regardless of whether or not any tax is due. Returns shall be signed by the person required to file the return or by a duly authorized agent.
- D. A valid sales tax exemption certificate issued by the Idaho State Tax Commission upon filing a copy with the City Clerk/-Treasurer shall have the same effect to exempt the sale from the taxes imposed under this chapter as in the Idaho Sales Tax Act.

(Ord. 712 § 9, 1997)

### **3.12.100 Audits; deficiency determinations.**

- A. The City Clerk/-Treasurer may order an audit of any taxpayer under this chapter for the purpose of ascertaining the correctness or completeness of any return or payment.
- B. If any error or omission is discovered in such audits or in any other way, the City Clerk/-Treasurer may compute and determine the amount of tax due upon the basis of facts obtained from such information within the Clerk's/-Treasurer's possession and assert a deficiency. One or more deficiency determinations may be made for the amount due for one or for more than one period. In making such a determination, the City Clerk/-Treasurer may offset overpayments against amounts due. Further, such determinations shall be made for the period or periods in respect to which the person fails to make a return and shall be based upon any information which is in the City Clerk's/-Treasurer's possession.
- C. The City Clerk/-Treasurer shall give written notice of said clerk's/-Treasurer's determination and the amount of deficiency, including interest, at the rate of 12 percent per annum from the date due, to the person from whom such deficiency amount is due. Such notice may be given personally or mailed to the person at the address furnished to the City Clerk/-Treasurer in the nonproperty tax permit application.

(Ord. 712 § 10, 1997)

### **3.12.110 Redetermination of deficiency.**

- A. Any person against whom a deficiency determination is made under this chapter, or any person directly interested, may petition in writing for a redetermination within 30 days after service upon the person of notice of deficiency. If the petition for redetermination is not filed within the 30-day period, the determination becomes final at the expiration of the period.
- B. If a petition for redetermination is filed within the 30-day period, the City Clerk/-Treasurer shall reconsider the determination and, if the person so requests in the petition, grant the person an oral hearing and give such person ten days' notice of the time and place of the hearing personally or by mail addressed to the

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person at the address furnished to the City Clerk/-Treasurer in such person's application for a nonproperty tax permit.

(Ord. 712 § 11, 1997)

### **3.12.120 Appeals; interest on deficiency.**

- A. When a redetermination is made, the City Clerk/-Treasurer shall give notice to the taxpayer against whom the redetermination is made. Within 30 days of the date upon which such notice of redetermination is mailed or served, the taxpayer may file an appeal with the City Council or may file a complaint with the district court for review of the City Clerk's/-Treasurer's redetermination. There shall be no right of review to the City Council nor to the district court on the determination of taxes due made by the City Clerk/-Treasurer unless a redetermination has been timely filed. No assessment of a deficiency in respect to the tax imposed by this chapter or proceeding to collect for its collection shall be made, begun or prosecuted until such notice has been mailed to the taxpayer and expiration of such 30-day period after notice of redetermination, nor if a protest is filed until a decision on the protest becomes final. If the taxpayer does not protest to the City Council or file an action in district court within the time prescribed in this section, the deficiency shall be assessed and shall become due and payable upon notice and demand from the City Clerk/Treasurer.
- B. Interest upon any deficiency shall be assessed at the same time as the deficiency and shall become due and payable upon notice and demand from the City Clerk/-Treasurer and shall be collected as part of the tax at the rate of 12 percent per annum from the date prescribed for payment of the tax.

(Ord. 712 § 12, 1997)

### **3.12.130 Collections and enforcement.**

As soon as practical after monthly municipal nonproperty sales tax return and payment is filed, the City Clerk/-Treasurer shall examine the same and determine the correct amount of the tax. For the purpose of ascertaining the correctness of any payment determining the amount of tax due where none has been made, determining liability of any person for any tax payable under this chapter, or the liability at law or in equity of any person in respect to any tax provided by this chapter or collecting any such liability, the City Clerk/Treasurer, or duly authorized deputy, is authorized: a) to examine the books, papers, records, or other data which may be relevant or material to the inquiry; b) to summon the person liable for the tax or any officer, agent or employee of such person, or any person having possession, custody or care of books of accounting containing entries relating to the business of the person liable for the tax, to appear before the City Clerk/Treasurer, or deputy, at a time and place named in the Clerk's/-Treasurer's summons to produce such books, papers, records or other data and/or give such testimony under oath as may be relevant or material to such inquiry.

(Ord. 712 § 13, 1997)

### **3.12.140 Refunds; limitations and interest.**

- A. If the City Clerk/-Treasurer determines that any amount due under this chapter has been paid more than once or has been erroneously or illegally collected or computed, the City Clerk/-Treasurer shall set forth that fact in the Clerk's/-Treasurer's records, and the excess amount paid or collected may be credited on any amount due or payable to the City Clerk/-Treasurer for nonproperty taxes from that person, and any balance refunded to the person by whom it was paid or to his or her successors, administrators or executors.
- B. No such credit or refund shall be allowed or made after one year from the time the payment was made unless, before the expiration of such period, a claim is filed by the taxpayer.

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- C. Interest shall be allowed on the amount of such credits or refunds at the rate of 12 percent per annum from the date which such tax was paid.
- D. Appeal from the City Clerk's/-Treasurer decision denying in part or in whole a claim for refund shall be made in accordance with the laws of the state with regard to claims against municipalities.

(Ord. 712 § 14, 1997)

### **3.12.150 Responsibility for payment of taxes.**

Every person with a duty to account for or pay over any tax imposed by this chapter on behalf of a corporation, as an officer employee of the corporation, or on behalf of a partnership, as a member employee of the partnership, shall be personally liable for payment of such tax, plus penalties and interest.

(Ord. 712 § 15, 1997)

### **3.12.160 Period of limitation upon assessment and collection.**

- A. The amount of taxes imposed under this chapter shall be assessed within three years of the time the return upon which the tax asserted to be due was or should have been filed, whichever is later; provided, however, if a deficiency determination or assessment has been made within the prescribed time, such tax may be collected within a period of six years after assessment. The running of limitations provided by this section shall be suspended for the period during which the City Clerk/-Treasurer is prohibited from making the assessment or from collecting or proceeding in court due to a petition for redetermination or an appeal therefrom, and for 30 days thereafter.
- B. In the case of taxes due during the lifetime of a decedent, the tax shall be assessed, and any proceeding in court without assessment for the collection of such tax shall be begun, within six months after written request therefor (filed after the return is made) by the executor, administrator, or other fiduciary representing the estate of such decedent unless the assessment is stayed by a petition for redetermination or any appeal therefrom.
- C. In the case of a false or fraudulent return with intent to evade tax, or of a failure to file a return, the tax may be assessed, or a proceeding in court for collection of such tax may be begun without assessment, at any time within three years after the date of the discovery of the facts constituting the fraud.

(Ord. 712 § 16, 1997)

### **3.12.170 Successors' liability.**

- A. If a vendor liable for any amount of tax under this chapter sells out his or her business or stocks and goods, the vendee shall make an inquiry to the City Clerk/-Treasurer and withhold from the purchase price any amount of tax that may be due under this chapter until such time as the vendor produces receipt stating that no amount is due.
- B. If the purchaser of business or stock of goods fails to withhold from the purchase price as above required, he or she is personally liable for the payment of the amount required to be withheld by him or her.

(Ord. 712 § 17, 1997)

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### **3.12.180 General administration by City Clerk/Treasurer.**

- A. The City Clerk/Treasurer shall enforce the provisions of this chapter and may prescribe, adopt and enforce rules and regulations relating to its administration and enforcement. The City Clerk/Treasurer may employ qualified auditors for examination of taxpayers' books and records, and shall also employ such accountants, investigators, assistants, clerks, and other personnel as are necessary for the efficient administration of this chapter and may delegate authority to its representatives to conduct hearings or perform other duties imposed by this chapter.
- B. Taxpayers in the City shall keep such records, receipts, invoices, and other pertinent papers as the City Clerk/Treasurer may require. Each such taxpayer who files tax payments required under this chapter shall keep all such records for not less than four years after making such payments unless the City Clerk/Treasurer in writing authorizes their destruction.
- C. The City Clerk/Treasurer, or any person authorized in writing by the Clerk/Treasurer, may examine the books, papers, records and equipment of any taxpayer or any person liable for any tax, and may investigate the character of the business of the person in order to verify the accuracy of any return made, or if no return is made by the person, to ascertain and determine the amount required to be paid. Any taxpayer whose pertinent records are kept outside of the City must bring the records to the City for examination by the City Clerk/Treasurer upon request of the latter or, by agreement with the City Clerk/Treasurer, permit an auditor designated by the City Clerk/Treasurer to visit the place where the records are kept, and there audit such records.

(Ord. 712 § 18, 1997)

### **3.12.190 Penalties.**

- A. Any person who violates any provision of this chapter shall be guilty of a misdemeanor, punishable by up to one year in the county jail, and/or a \$300.00 fine, or both. Furthermore, each month in which a person fails to report, or intentionally fails to accurately compute, or intentionally fails to accurately disclose the total amount of sales or rentals or the amount of tax to be paid, as imposed under this chapter, shall be considered a separate offense.
- B. Any person who violates any provision of this chapter shall have his or her municipal nonproperty sales tax permit and tax number revoked. The City Clerk/Treasurer shall send written notice of revocation of such permit and tax number to the permit holder by mailing the same by certified mail to the address given on the permit application. The permit holder shall have ten days from the date such notice is mailed to file a written request of appeal with the City Council, challenging such revocation. If no appeal is timely made, such revocation becomes final. Whenever a person subject to this chapter has had such permit and tax number revoked, the City Clerk/Treasurer shall not reissue such permit nor issue a new permit to such person until such person places with the City Clerk/Treasurer a bond or other sufficient security in the amount equal to three times the actual, determined or estimated average monthly amount of tax payable by such person pursuant to this chapter.
- C. The City Clerk/Treasurer, whenever it is deemed necessary to ensure compliance with this chapter, may require any person subject to this chapter to place with it such security as it may determine. The amount of such security shall not be greater than three times the estimated average monthly amount payable by such person pursuant to this chapter. The amount of the security may be increased or decreased by the City Clerk/Treasurer at any time, subject to the limitations set forth above.
- D. Any person who violates any provision of this chapter shall have all municipal nonproperty sales tax permits, municipal beer license(s) and wine license(s), and retail liquor by the drink license(s) revoked.

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- E. Any amount of tax due under this chapter for which a person fails to report or accurately compute shall become a lien upon the property of such taxpayer on the date that the same becomes due, and the City may seek to enforce such lien and collect all taxes and interest due, together with the reasonable costs of collection, including attorney fees, in a court of competent jurisdiction.
- F. For the purposes of proper administration of this chapter, and to prevent evasion of such nonproperty sales taxes, the burden of proving that a sale or rental is not a sale under this chapter is upon the person who makes the sale or rental in question.

(Ord. 712 § 19, 1997)

### **3.12.200 Penalty charges.**

- A. Any person who is required to collect and pay over any tax imposed by this chapter and fails or refuses to pay over to the City the same when due, in accordance with section 3.12.090 of this chapter, shall be liable and pay a penalty charge as provided in the City's adopted fee resolution, as amended from time to time, equal to five percent of the tax not paid, or a minimum of \$10.00, whichever is greater. The City Clerk/Treasurer shall assess and collect such fee at the time any delinquent tax payment is tendered. The permit holder shall have ten days from the date payment is made to file a written appeal with the City Council challenging such penalty determination. If no appeal is timely made as provided in this chapter, such penalty determination shall be final.
- B. Any person who is required to collect, truthfully account for, and pay over any tax imposed by this chapter and who willfully fails to collect such a tax or truthfully account for or pay over such a tax, or willfully attempts in any manner to evade or defeat such a tax or payment shall, in addition to other penalties provided by law, be liable to a penalty equal to the amount of the tax evaded, or not collected, or not accounted for or paid over. The City Clerk/Treasurer shall determine and assess such penalties, and the same shall become due and payable upon notice and demand from the City Clerk/Treasurer. The City Clerk/Treasurer shall send written notice of such penalty charge to the permit holder by mailing the same by certified mail to the address given on the permit application. The permit holder shall have ten days from the date such notice is mailed to file a written request of appeal with the City Council challenging such penalty charge determination. If no appeal is timely made as provided in this chapter, such penalty charge determination shall be final.

(Ord. 712 § 20, 1997)

### **3.12.210 Exemptions.**

All transactions by the state, otherwise subject to imposition of such taxes, are exempt from the provisions of this chapter.

(Ord. 712 § 21, 1997)

### **3.12.220 Confidentiality of information.**

- A. No City Clerk/Treasurer of the City of Ketchum, Blaine County, Idaho, nor any duly authorized deputy City Clerk/Treasurer, agent or employee shall divulge or make known to any persons, in any manner, any information whatsoever submitted or obtained, directly or indirectly, pursuant to this chapter, or to permit any nonproperty tax return or information supplied with regard to such return, or any copy, or any paper or book so obtained, to be seen or examined by any person except as provided by law; provided, that in any action or proceeding brought for the collection, remission, cancellation or refund of the whole or any part of

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a tax imposed under this chapter, or for enforcing the penalties prescribed for making false or fraudulent returns, any and all information contained in or provided with such returns may be made accessible to the elected and appointed officials, officers and representatives of the City charged with enforcing or defending the same. All such returns, information, statements and correspondence relating to such returns may be produced into evidence in any action, civil or criminal, directly pertaining to such returns or the tax imposed on the basis of such returns.

- B. The Ketchum City Council, under such rules and provisions as it may prescribe, may permit, notwithstanding the provisions of this chapter as to secrecy, the commissioner of internal revenue of the United States or his or her delegate or the proper officer of any state imposing a tax to inspect the nonproperty tax returns or information provided or obtained in connection with such returns, or may furnish to such officer, or his or her authorized agent, copies or an abstract.
- C. Nothing in this chapter shall prohibit a taxpayer, or authorized representative upon proper identification, from inspecting and copying his or her own nonproperty tax returns and information supplied with such returns.

(Ord. 712 § 22, 1997)

## **CHAPTER 3.15 WASTEWATER REVENUE BOND**

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### **3.15.010 Definitions.**

*As used in this chapter, the following definitions shall apply unless a different meaning clearly appears from the context:*

*Acquisition or acquire includes the opening, laying out, establishment, purchase, construction, securing, installation, reconstruction, lease, gift, or grant from the Federal government, the State of Idaho, or any public body therein or any person, the condemnation, transfer, option to purchase, other contract, or other requirement, or any combination thereof.*

*Adjusted net revenues means the net revenues, adjusted for purposes of section 3.15.140.C.2 as provided in section 3.15.140.E.*

*Annual debt service means in any fiscal year the amount of principal and interest required to be paid in that fiscal year on all outstanding bonds, adjusted as follows:*

- A. Interest which is to be paid from proceeds of bonds shall be subtracted;*
- B. Bonds which are subject to scheduled, noncontingent redemption/prepayment or tender shall be deemed to mature on the dates and in the amounts which are subject to mandatory redemption/prepayment or tender, and only the amount scheduled to be outstanding on the final maturity date shall be treated as maturing on that date;*
- C. Interest subsidies shall be subtracted from the interest due on interest subsidy bonds as provided in section 3.15.150;*
- D. Bonds which are subject to contingent redemption/prepayment or tender shall be treated as maturing on their stated maturity dates; and*
- E. Each balloon payment shall be assumed to be paid according to its balloon debt service requirement.*

*Balloon debt service requirement means the committed debt service requirement for a balloon payment or, if the City has not entered into a firm commitment to sell bonds or other obligations to refund that balloon payment, the estimated debt service requirement for that balloon payment.*

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***Balloon payment*** means any principal payment for a series of bonds which comprises more than 25 percent of the original principal amount of that series, but only if that principal payment is designated as a balloon payment in the closing documents for the series.

***Base period*** means the alternative selected by the City from the following two options: (a) any 12 consecutive months selected by the City or qualified consultant out of the most recent 18 months preceding the delivery of a Series of parity bonds; or (b) the most recently completed fiscal year for which audited financial statements are available.

***Beneficial owner*** means any person that has or shares the power, directly or indirectly, to make investment decisions concerning ownership of any bonds (including persons holding bonds through nominees, depositories or other intermediaries).

***Bonding authority*** means the authority to issue revenue bonds or other obligations hereunder in the aggregate par amount of up to \$11,000,000.00, as authorized by the November 8, 2022, bond election, plus such additional authority to issue revenue bonds in excess of \$14,000,000.00, as authorized by (i) subsequent bond elections and/or (ii) judicial confirmation under Idaho Code, Title 7, Chapter 13; and pursuant to the Act.

***Bond fund*** means the "City of Ketchum Wastewater Revenue Bond Fund," which includes a debt service account, and subaccounts thereunder, for the purpose of paying the principal of and interest due on bonds, as applicable.

***Bond register*** means the registration records maintained by a bond registrar setting forth the names and addresses of registered owners of a series of bonds, in compliance with Section 149 of the Code.

***Bond registrar*** means the person or qualified entity appointed by the City pursuant to section 3.15.030 hereof and a series ordinance for the purposes of registering and authenticating bonds, maintaining the related bond register, effecting transfer of ownership of the bonds, and paying interest on and principal of the bonds.

***Bond or bonds*** means the initial bonds and parity bonds of the City authorized and issued under this chapter and any series ordinance; provided, however, "bond" or "bonds" shall not include subordinate obligations.

***Bond year*** means each one year period that ends on the date selected by the City. The first and last bond years may be shorter periods. If no day is selected by the City before the earlier of the final maturity date of the bonds or the date that is five years after the date of issuance of the bonds, bond years shall end on each anniversary of the date of issue and on the final maturity date of the bonds.

***City*** means the City of Ketchum, Blaine County, Idaho, a body politic and corporate duly organized and existing under and by virtue of the Constitution and laws of the State of Idaho.

***City Administrator*** means the City Administrator of the City or their successor in function, if any.

***City Clerk or Clerk*** means the ex officio City Clerk of the City, or other officer of the City who is the custodian of the records of the proceedings of the City, or their successor in function, if any.

***City Treasurer*** means the Treasurer of the City, or their successor in function, if any.

***Code*** means the Internal Revenue Code of 1986, as amended, together with corresponding and applicable regulations and revenue rulings issued with respect thereto by the Treasury Department or the Internal Revenue Service of the United States.

***Committed debt service requirement*** means the schedule of principal and interest payments for a series of refunding bonds or other obligations which refund a balloon payment, as shown in the series ordinance and/or other documents evidencing the City's firm commitment to sell that series. A "firm commitment to sell" means a bond purchase agreement or similar document which obligates the City to sell, and obligates a purchaser to purchase, the series of refunding bonds or other obligations, subject only to the conditions which customarily are included in such documents.

*Continuing disclosure agreement* shall mean, with respect to each issue of bonds authorized hereunder and subject to Rule 15c2-12, the form of continuing disclosure undertaking by the issuer dated the date of issuance and delivery of the respective bonds, as originally executed and as may be amended from time to time in accordance with the terms hereof, if required by Rule 15c2-12.

*Cost of acquisition and construction* or any phrase of similar import, shall mean all or any part designated by the City of the costs of a project, or interest therein, which costs, at the option of the City, may include all or any part of the incidental costs pertaining to the acquisition of the project, including, without limitations:

- A. Preliminary expenses advanced by the City from funds available for the use therefor, or advanced by the federal government, or from any other source, with approval of the City, or any combination thereof;
- B. The costs of making surveys, audits, preliminary plans, other plans, specifications, estimates of costs and other preliminaries;
- C. The costs of appraising, printing, estimates, advice, services of engineers, architects, financial consultants, attorneys at law, clerical help, or other agents of employees;
- D. The costs of contingencies;
- E. The costs of any discount on bonds and of any of the costs of issuance of bonds payable from original issue premium;
- F. The costs of funding and short term financing, revenue warrants, bond anticipation notes, or other temporary loans appertaining to the project, and of the incidental expenses incurred in connection with such loans;
- G. The acquisition and construction costs of any properties, rights, easements, or other interest in properties, or any licenses, privileges, agreements and franchises; and
- H. All other expenses necessary or desirable and appertaining to the project, as estimated or otherwise ascertained by the City.

*Council* means the City Council of the City, as the same shall be duly and regularly constituted from time to time.

*Debt service account* means an account or subaccounts of that name in the bond fund out of which the principal of and interest on any bonds shall be paid.

*Designated representative* means the Mayor, the City Administrator or any City employee designated by them.

*DTC* means the Depository Trust Company of New York, as depository for the bonds, or any successor or substitute depository for the bonds.

*Engineer* means an independent licensed professional engineer (or firm of licensed professional engineers) selected by the City and experienced and skilled in the design, construction and operation of wastewater or sewer systems of comparable size and character to the wastewater system.

*Estimated debt service requirement* means the schedule of principal and interest payments for a hypothetical series of refunding bonds that refunds a balloon payment, that is prepared by City Administrator, City Treasurer, or their designee, and that meets the requirements of section 3.15.160.

*Fiscal year* means the year commencing October 1 and ending the following September 30, unless changed by the City.

*Fitch* means Fitch Ratings, Inc., its successors, and assigns, and, if such organization shall be dissolved or liquidated or shall no longer perform the functions of a securities rating agency, Fitch shall be deemed to refer to any other nationally recognized securities rating agency (other than S&P or Moody's) designated by the City.

*Initial bonds* means the first series of revenue bonds or other obligations issued by the City under this chapter and a series ordinance.

*Interest subsidy bonds* means bonds for which the City is eligible to receive federal interest rate subsidies that are similar to the interest subsidies that were available for Build America Bonds.

*Letter of representations* means the blanket issuer letter of representations from the City to DTC authorized under section 3.15.030 of this chapter to be executed and filed with DTC.

*Master ordinance* means this Ordinance No. 1247 adopted by the Council on March 27, 2023.

*Maximum annual debt service* means, at the time of calculation, the maximum amount of annual debt service that will be payable in the current fiscal year or any future fiscal year on all bonds.

*Mayor* means the Mayor of the City, or any presiding officer or titular head of the City, or their successor in functions, if any.

*Moody's* means Moody's Investors Service, Inc., its successors, and assigns, and, if such organization shall be dissolved or liquidated or shall no longer perform the functions of a securities rating agency, Moody's shall be deemed to refer to any other nationally recognized securities rating agency (other than S&P and Fitch) designated by the City.

*Net revenue(s)* means, for any period, the Revenue of the Wastewater System after the deduction of Operation and Maintenance Expenses.

*Operation and maintenance expenses* means all costs incurred by the City and properly treated as expenses of operating, maintaining, and repairing the wastewater system under generally accepted accounting principles, whether paid or accrued, or of levying, collecting and otherwise administering the revenue of the wastewater system for the payment of the bonds, but shall not include any payment for debt service or deposits into a reserve account, depreciation or taxes levied or imposed by the City of payments to the City in lieu of taxes, or capital additions or capital replacements to the wastewater system, and the term includes (except as limited by contract or otherwise limited by law) without limiting the generality of the foregoing:

- A. Engineering, auditing, reporting, legal and other overhead expenses of the various City departments directly relating and reasonably allocable to the administration of the wastewater system;
- B. Fidelity bond and property and liability insurance premiums appertaining to the wastewater system, or a reasonably allocable share of a premium of any blanket bond or policy pertaining thereto;
- C. Payments to pension, retirement, health, and hospitalization funds and other insurance related to the operation of the wastewater system;
- D. Any taxes, assessments, excise taxes or other charges which may be lawfully imposed on the City, the wastewater system, revenues therefrom, or any privilege in connection with their operation;
- E. The reasonable charges of the fiscal or paying agent, bond registrar, commercial bank, trust bank or other depository bank appertaining to bonds or appertaining to a project, if any;
- F. Contractual services, professional services, salaries, other administrative expenses, the cost of materials, supplies, repairs and labor, appertaining to the issuance of bonds and to the wastewater system; and
- G. All other administrative, general and commercial expenses.

However, operation and maintenance expenses do not include:

- A. Any rebates or penalties paid from revenues under Section 148 of the Code;
- B. Payments of judgments or fines against the City and payments for the settlement of litigation;
- C. Depreciation and amortization of property values or losses, and other noncash expenses, including non cash expenses related to pensions and postemployment benefits;
- D. All amounts eligible to be treated for accounting purposes as payments for capital expenditures;
- E. Interest and other debt service payments, paying agent fees, broker dealer fees and similar charges for the maintenance of borrowings;
- F. The expenses of owning, operating or maintaining any separate utility system;
- G. Expenditures made from any liability insurance proceeds;
- H. Expenditures made from any casualty insurance proceeds used to pay for costs of repairing or replacing portions of the wastewater system;
- I. Expenditures made from grant funds, regardless of whether such grant funds are dedicated to a specific purpose or available for the general operation, maintenance and repair or replacement of the wastewater system;
- J. Extraordinary, non recurring expenses of the wastewater system; or
- K. Expenditures allocable to any other funding source which does not constitute revenues of the wastewater system.

*Ordinance* means this chapter and, when applicable, this chapter and any series ordinance.

*Outstanding*, when used with reference to a bond or bonds, as of any particular date, means all bonds which have been issued, executed, authenticated and delivered by the City, except (i) bonds cancelled because of payment or redemption prior to their stated dates of maturity, and (ii) any bond (or portion thereof) for the payment or redemption of which there has been separately set aside and held funds for the payment thereof, and when used in reference to a bond or bonds issued as zero coupon or capital appreciation bonds, the assumed par amount outstanding of such bond or bonds shall be its purchase price, plus the accrued interest earned by the owner of such bond or bonds as of the date of calculation.

*Owner* means a registered owner of a bond.

*Parity bonds* means the initial bonds and any obligation that is secured by the net revenues on an equal basis with the initial bonds and issued in accordance with section 3.15.140.

*Permitted investments* means such investments as shall be legal investment for funds under Idaho Code, section 50-1013, or comparable statute as then in effect.

*Private person* means any natural person engaged in a trade or business or any trust, estate, partnership, association, company, or corporation.

*Project* means the undertaking or undertakings of acquiring and constructing improvements to the wastewater system.

*Project fund* means any fund created pursuant to section 3.15.080 hereunder or under any series ordinance and any subaccount thereunder into which shall be deposited proceeds of bonds to finance a project and costs of issuance thereof.

*Qualified consultant* means an independent engineer, an independent auditor, an independent financial advisor, or similar independent professional consultant of recognized standing and having experience and expertise in the area for which such person or firm is retained by the City for purposes of performing activities specified in this chapter or any series ordinance.

***Qualified insurance*** means any municipal bond insurance policy or surety bond issued by any insurance company licensed to conduct an insurance business in any state of the United States (or by a service corporation acting on behalf of one or more such insurance companies) which insurance company or companies, as of the time of issuance of such policy or surety bond, are rated in one of the two highest rating categories by each rating agency rating such series of bonds.

***Qualified letter of credit*** means any letter of credit issued by a financial institution for the account of the City, which institution maintains an office, agency, or branch in the United States and as of the time of issuance of such letter of credit is rated in one of the two highest rating categories by each rating agency rating such series of bonds.

***Rate covenant*** means net revenues in each fiscal year at least equal to 125 percent of the annual debt service.

***Rating agency*** means Moody's, S&P or Fitch.

***Rebate fund*** means the fund so designated by the Council into which all excess earnings on funds and accounts held by the City hereunder to the extent required by any tax certificate of the City shall be deposited.

***Record date***, unless otherwise provided in a series ordinance, mean (a) in the case of each interest payment date, the close of business on the fifteenth day preceding the interest payment date; and, if not a business day of the bond registrar, the next preceding day that is a business day of the bond registrar, and (b) in the case of redemption, if applicable, such record date as shall be specified by the bond registrar in the notice of redemption, provided that such record date shall be not less than 15 calendar days before the mailing of such notice of redemption.

***Refunding bonds*** means bonds issued hereunder to refund prior revenue bonds of the City on parity with the parity bonds used to finance and/or refinance improvements to the wastewater system.

***Registered owner or registered owners*** mean the person or persons whose names and addresses shall appear on the bond register maintained by the bond registrar in accordance with the terms of this chapter and a series ordinance, as the owner or owners of a specific bond or bonds, for so long as any bonds are held in book entry form, etc shall be deemed to be the sole registered owner.

***Reserve account*** means the debt service reserve account in the bond fund, including any and all subaccounts thereunder created upon issuance of bonds under and as required by series ordinance.

***Reserve account requirement*** means the required amount, if any, to be deposited by the City into a reserve account upon issuance of bonds pursuant to the respective series ordinance.

***Revenue fund*** means the fund designated the "City of Ketchum Wastewater Revenue Fund," into which all the net revenues of the wastewater system is pledged to be deposited.

***Revenue of the wastewater system or revenue(s)*** means all earnings, revenue and moneys received by the City from or on account of the operation of the wastewater system under generally accepted accounting principles, including income from investments of money in the bond fund or from any other investment thereof, except the income from investments irrevocably pledged to the payment of any other revenue obligations of the City pursuant to a plan of retirement or refunding. Revenues shall be increased by any withdrawals from the stabilization account as provided in section 3.15.060.C.2 of this chapter and shall be reduced by any deposits to the stabilization account as provided in section 3.15.060.C.1 of this chapter. However, the term "revenue of the wastewater system" or "revenue" shall not include:

A. The interest income or other earnings derived from the investment of any escrow fund established for the defeasance or refunding of outstanding indebtedness of the City;

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- B. Any gifts, grants, donations or other amounts received by the City from any state or federal agency or other person (i) if such amounts are restricted by law or the grantor to uses inconsistent with the payment of bonds or (ii) if such amounts are reimbursements of operation and maintenance expenses;
- C. The proceeds of any borrowing;
- D. The proceeds of any liability or other insurance (excluding business interruption insurance or other insurance of like nature insuring against the loss of revenues);
- E. The proceeds of any casualty insurance which the City intends to utilize for repair or replacement of the wastewater system;
- F. The proceeds derived from the sales of assets subject to the covenants in section 3.15.120.l of this chapter;
- G. Any income, fees, charges, receipts, profits or other amounts derived by the City from its ownership or operation of any separate utility system;
- H. Installment payments of City line and branch charges, connection fees, or local improvement district assessments that have been pledged as security for a borrowing other than a bond; or
- I. Any federal interest subsidies the City receives for interest subsidy bonds.

*Rule 15c2-12* means Rule 15c2-12, as amended, promulgated by the SEC under the Securities and Exchange Act of 1934, as the same may be amended from time to time.

*S&P* means S&P Global Ratings, a business unit of Standard & Poor's Financial Services, LLC, its successors, and assigns, and, if such organization shall be dissolved or liquidated or shall no longer perform the functions of a securities rating agency, S&P shall be deemed to refer to any other nationally recognized securities rating agency (other than Moody's and Fitch) designated by the City.

*SEC* means the Securities and Exchange Commission.

*Separate utility system* means any water supply, sewage collection or treatment, stormwater or other utility service or facilities that may be created, acquired, or constructed by the City as provided in section 3.15.110.

*Series* refers to all bonds authorized by a single series ordinance and delivered in exchange for payment on the same date, regardless of variations in maturity, interest rate or other provisions, unless the closing documents for the series provide otherwise.

*Series Ordinance* means any ordinance adopted by the City supplementing this chapter to authorize the issuance of bonds under this chapter.

*Stabilization account* means the stabilization account established in the revenue fund pursuant to section 3.15.060.C.

*Subordinate obligations* means obligations having a lien on the net revenues which is subordinate to the lien of the bonds. On the date of this Master Ordinance [from which this chapter derived], the City has no borrowings outstanding with a subordinate lien on the net revenues.

*Wastewater system* means the wastewater or sewer system of the City, including the assets, real and personal, tangible and intangible, and as it may later be added to, extended and improved, and shall include buildings, structures, utilities or other income producing property from the operation of or in connection with which revenues for the payment of the bonds will be derived, and the lands appertaining thereto, including, without limitation, any project(s) to be acquired with the proceeds of bonds issued hereunder.

*Tax certificate* means any agreement or certificate of the City which the City may execute in order to establish and assure the tax exempt status of interest received on bonds.

*Tax exempt bonds* means any bonds, the interest on which, in the opinion of bond counsel delivered at the time of issuance thereof pursuant to a series ordinance, is excludable from gross income of the owners of such bonds for federal income tax purposes.

*Tax maximum* means, for any series of bonds for purposes of section 3.15.150.C of this chapter, the least of: the greatest amount of principal, interest and premium, if any, required to be paid in any fiscal year on such Series; 125 percent of average amount of principal, interest and premium, if any, required to be paid on such series during all fiscal years in which such series will be outstanding, calculated as of the date of issuance of such series; or, ten percent of the proceeds of such Series, as "proceeds" is defined for purposes of Section 148(d) of the Code.

*Rules of interpretation.* In this chapter, unless the context otherwise requires:

- A. The terms "hereby," "hereof," "hereto," "herein," "hereunder" and any similar terms, as used in this chapter, refer to this chapter as a whole and not to any particular article, section, or subdivision;
- B. Words importing the singular number shall mean and include the plural number and vice versa;
- C. Words importing persons shall include firms, associations, partnerships (including limited partnerships), trusts, corporations and other legal entities, including public bodies, as well as natural persons;
- D. Any headings preceding the text of any sections of this chapter, and any table of contents or marginal notes appended to copies hereof, shall be solely for convenience of reference and shall not constitute a part of this chapter, nor shall they affect its meaning, construction or effect; and
- E. All references herein to "articles," "sections" and other subdivisions or clauses are to the corresponding articles, sections, subdivisions or clauses hereof.

(Ord. No. 1247, § 1, 3-27-2023)

### **3.15.020 Authorization of bonds; delegation authority.**

In accordance with and subject to the terms, condition and limitations of the Act or other statutes authorizing bonds to be issued hereunder, the City is authorized to issue bonds pursuant to the terms and provisions hereof as supplemented by the terms and provisions of series ordinance(s) to provide for the specific terms and provisions thereof, including, but not limited to, the designation of each series of bonds, which designation may include the words "wastewater" or "sewer," the dated date of original issuance and delivery thereof, the registration provisions thereof, the denominations, maturity, payment and redemption provisions thereof, and requirements, if any, for a reserve account to pay debt service on the bonds. In addition, pursuant to Idaho Code, section 57-235, or comparable statute as then in effect, in the series ordinance authorizing the issuance of bonds, the City may delegate authority to the Mayor or the City Administrator to approve the final terms and provisions of the bonds upon the sale thereof, without any requirement that the members of the council meet to approve such determinations.

Bonds shall be special obligations only of the bond fund and shall be payable and secured as provided herein. The bonds do not constitute an indebtedness or general obligation of the City within the meaning of the constitutional provisions and limitations of the State of Idaho.

(Ord. No. 1247, § 2, 3-27-2023)

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### **3.15.030 Registration.**

Upon issuance of bonds hereunder, if required by a series ordinance, the City will appoint a registrar, authenticating agent, paying agent and transfer agent (collectively, the "bond registrar") for such series of bonds and the City will provide for the registration of such series of bonds pursuant to the series ordinance.

(Ord. No. 1247, § 3, 3-27-2023)

### **3.15.040 Redemption and purchase.**

The respective redemption and purchase provisions for a series of bonds shall be set forth in the series ordinance for such series of bonds.

(Ord. No. 1247, § 4, 3-27-2023)

### **3.15.050 Establishment of accounts and funds.**

The following accounts and funds on the accounting records of the City are hereby ratified, if previously created, or created with respect to the bonds issued hereunder:

- A. Bond fund, held by the City, consisting of the debt service account and any and all reserve accounts established by a series ordinance;
- B. Revenue fund, held by the City and therein a stabilization account;
- C. Project fund and subaccounts therein established by a series ordinance; and
- D. Rebate fund, held by the City.

(Ord. No. 1247, § 5, 3-27-2023)

### **3.15.060 Revenue fund; priority of application of revenue; stabilization account.**

A. *Revenue fund.* The City shall maintain the "City of Ketchum Wastewater Revenue Fund" (the "revenue fund") as a separate enterprise fund of the City. All revenue of the wastewater system shall be deposited in the revenue fund. Notwithstanding the foregoing, the City may maintain such separate funds and accounts in such names and under such additional designations as shall be required to comply with standard accounting practices.

B. *Priority of application of revenue of the wastewater system.* The revenue fund shall be held separate and apart from all other funds and accounts of the City, and the revenue of the wastewater system deposited in such revenue fund shall be used only for the following purposes and in the following order of priority:

First, to pay the operation and maintenance expenses of the wastewater system;

Second, to pay the interest on any bonds;

Third, to pay the principal of any bonds;

Fourth, to make all payments required to be made into any reserve account created to secure payment of debt service on any series of bonds;

Fifth, to make all payments, together with other available funds, on the day on which any rebates or penalties for bonds are due to be paid to the United States pursuant to Section 148 of the Code;

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Sixth, to make all payments required to be made into any revenue bond redemption fund or revenue warrant redemption fund and debt service fund or reserve account created to pay and secure the payment of the principal of and interest on government loans and any other revenue bonds or revenue warrants of the City having a lien upon the net revenues of the wastewater system junior and inferior to the lien thereon for the payment of the principal of and interest on the bonds; and

Seventh, to retire by redemption or purchase any outstanding bonds or subordinate revenue warrants or subordinate bonds of the City payable out of the net revenues of the wastewater system, to make necessary additions, betterments, improvements, and repairs to or extensions and replacements of the wastewater system, or for any other lawful city purposes.

The City may transfer any money from any funds or accounts of the wastewater system legally available therefor, except bond redemption funds, refunding escrow funds or defeasance funds, to meet the required payments to be made into the bond fund.

C. *Stabilization account.* The City shall create a stabilization account in the revenue fund and will maintain that account as long as bonds are outstanding. Net revenues may be transferred to the stabilization account at the option of the City on any date. Money in the stabilization account may be withdrawn at any time and used for any purpose for which the revenues may be used.

1. Deposits to the stabilization account decrease revenues in the fiscal year for which the deposit is made.
2. Withdrawals from the stabilization account increase revenues in the fiscal year for which the withdrawal is made.
3. The City may adjust deposits to and withdrawals from the stabilization account for a fiscal year up until 180 days after the end of that fiscal year.
4. Earnings on the stabilization account shall be credited to the revenue fund.

(Ord. No. 1247, § 6, 3-27-2023)

### **3.15.070 Bond fund.**

There is hereby created a fund known as the "City of Ketchum Wastewater Revenue Bond Fund" (the "bond fund") solely for the purpose of paying the principal of, premium, if any, and interest on the bonds. The bond fund shall consist of the following accounts: (1) debt service account and (2) debt service reserve account, including any and all subaccounts thereunder.

Said accounts are more particularly described as follows:

A. *Debt service account.* As long as any bonds remain outstanding, the City hereby irrevocably obligates and binds itself to set aside and pay from the revenue fund into the debt service account those amounts necessary, together with such other funds as are on hand and available in the debt service account, to pay the interest or principal and interest next coming due on the bonds.

B. *Reserve account.* The City shall maintain a debt service reserve account, including any and all subaccounts established thereunder if required pursuant to a series ordinance (the "reserve account") for the purpose of securing the payment of the principal of and interest on a series of bonds subject to a reserve account requirement, as provided in the series ordinance for such bonds. The City will covenant and agree in the series ordinance(s) for bonds, as applicable, to maintain at all times an amount in the reserve account, if applicable, equal to the reserve account requirement, except for withdrawals authorized therefrom, for so long as such bonds remain outstanding.

Alternatively, a reserve account requirement for any issue of bonds may be maintained, in whole or in part, by a qualified letter of credit or qualified insurance, as provided in the respective series ordinance. The amount

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payable from the qualified insurance or the qualified letter of credit shall be credited against the amounts otherwise required to be accumulated and maintained in a reserve account. In computing the amount on hand in the reserve account, qualified insurance and/or a qualified letter of credit shall be valued at the face amount thereof, and all other obligations purchased as an investment of moneys therein shall be valued at cost.

The series ordinance for each series of bonds will set out the terms and provisions for withdrawals from the reserve account, if required, in the event of insufficient amounts in the debt service account to pay the principal of, premium if any, interest on, and mandatory sinking fund installments, as applicable, on any bonds secured by such reserve account then outstanding, and the provisions for any surplus in the reserve account, if applicable.

In the event there shall be a deficiency in the debt service account to meet maturing installments of either principal, interest, or sinking fund installments on the bonds payable out of such account, such deficiency shall be made up from the reserve account(s), as applicable, by the withdrawal of moneys therefrom. Any deficiency created in a reserve account by reason of any such withdrawal shall then be made up out of revenue of the wastewater system (after making necessary provision for the payments required to be made by subparagraphs first through third of section 3.15.060.B) by paying into the applicable reserve account one twelfth of the deficiency on or before the first day of each of the next 12 succeeding months so that there will have been paid into the applicable reserve account an amount which, with money already on deposit therein, will equal the reserve account requirement, as applicable.

The value of money and obligations credited to any and all reserve accounts, as applicable, shall be determined by the City annually as of September 30. If the valuation shall be less than the amount required to be maintained therein, the deficiency (due to said valuation and not to a withdrawal) shall be made up from the revenue fund by paying into the applicable Reserve Account one sixth of the deficiency on or before the first day of each of the next six succeeding months.

- [A.] *Sufficiency of revenues.* The Council hereby states and certifies that in setting aside and providing for said payments into the various accounts within the bond fund of the amounts necessary for the payment of the principal, interest, and sinking fund installments on said bonds, as applicable, the Council has taken into consideration and has due regard for operation and maintenance expenses, and the Council will set aside into said accounts within the bond fund moneys sufficient and necessary to retire said bonds (including principal, interest, and sinking fund installments), after paying all operation and maintenance expenses.
- [B.] *Pledge of net revenue; priority of lien of payments into accounts within the bond fund.* The net revenues are hereby pledged to the payment of bonds and declared to be a prior lien and first charge thereon superior to all other charges of any kind or nature whatsoever pursuant to Idaho Code, section 50-1039. The federal interest subsidies the City receives for interest subsidy bonds are also hereby pledged to the payment of the bonds and declared to be a prior lien and first charge thereon superior to all other charges of any kind or nature whatsoever pursuant to Idaho Code, section 50-1039.
- [C.] *Application and investment of moneys in accounts within the bond fund.* Moneys in the various accounts within the bond fund may be invested in permitted investments. Investments of funds in the accounts within the bond fund shall mature prior to the date on which such moneys shall be needed for required interest, principal, or sinking fund installments. Investments of funds in the reserve account shall be available to pay any deficiencies that may occur in any of the accounts within the bond fund. All interest earned and income derived by virtue of such investments shall remain in the bond fund and be used to meet the required deposits into any account therein. Subject to the other provisions of this subparagraph, moneys in the debt service account and the reserve account, as applicable, may be combined for the purpose of purchasing investments, but the records of the City shall show to which account the respective portions of any such combined investment are credited.

(Ord. No. 1247, § 7, 3-27-2023)

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### **3.15.080 Project fund.**

The City hereby creates a fund known as the "City of Ketchum Wastewater Revenue Project Fund" (the "project fund") into which shall be deposited all of the proceeds of the sale of bonds to be used for the payment of the cost of acquisition and construction of a project, including costs of issuance of bonds. Any interest earnings on moneys invested from the project fund shall be deposited into said project fund. The City's share of any liquidated damages or other moneys paid by defaulting contractors or their sureties will be deposited into said project fund to assure the completion of the project.

When the construction of the project has been completed and all costs related thereto have been paid in full, any balance remaining in the project fund will be deposited into the bond fund.

(Ord. No. 1247, § 8, 3-27-2023)

### **3.15.090 Rebate fund; rebate requirement.**

There is hereby established a rebate fund into which shall be deposited, from time to time, all excess earnings on funds and accounts held by the City hereunder to the extent required by any tax certificate of the City, and said amounts shall be held in trust for the payment of arbitrage rebate in accordance with Section 148 of the Code and the tax certificate. All earnings on the rebate fund shall remain within said fund and shall be used for no other purpose unless the City provides the bond registrar with an opinion of nationally recognized bond counsel that another use will not cause interest on the respective bonds to cease to qualify for exclusion from federal income taxation under the Code.

The bond registrar may rely conclusively upon and shall be fully protected from all liability in relying upon the issuer's determinations, calculations, certifications, and written directions required by this section and the bond registrar shall have no responsibility to monitor and independently make any calculations or determination or to review the issuer's determinations, calculations, certifications, and written directions required by this section.

(Ord. No. 1247, § 9, 3-27-2023)

### **3.15.100 Authorization for projects.**

The council hereby authorizes and directs that upon determination that it is necessary to preserve the public health, safety and welfare that certain components of the City's existing wastewater system be repaired, replaced and/or improved, that project(s) may be financed by the issuance of the bonds and/or subordinate obligations upon adoption of series ordinance(s) pursuant to and upon compliance with section 3.15.140 hereunder.

Each such series ordinance authorizing the bonds and/or subordinate obligations to finance a project shall include:

- A. The description of the project to be acquired, constructed and installed;
- B. That the City, its staff and agents shall undertake the project in accordance with maps, plans and specifications prepared by the City's Engineer or consulting engineer engaged by the City, which shall be on file in the City Clerk's office, and which may be revised prior to or in the course of actual construction, provided such changes are found necessary and desirable by the Council and that such changes do not substantially affect or alter the plans or costs of the project; and
- C. The total estimated cost of acquisition and construction of the project to be financed by the bonds and/or subordinate obligations.

(Ord. No. 1247, § 10, 3-27-2023)

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### **3.15.110 Separate utility systems.**

~~The City may declare property which the City owns and is part of the wastewater system (but has a value of less than ten percent of the wastewater system at the time of the declaration), and property which the City has not yet acquired but would otherwise become part of the wastewater system, to be part of a separate utility system.~~

~~The City may pay costs of acquiring, operating, and maintaining a separate utility system from net revenues, but only if there is no deficit in the debt service account or a reserve account within the bond fund. The City may issue obligations which are secured by the revenues produced by the separate utility system and may pledge the separate utility system revenues to pay those obligations. In addition, the City may issue subordinate obligations to pay for costs of a separate utility system and may pledge the revenues of the separate utility system to pay the subordinate obligations. Further, the City may pledge the revenues produced by a separate utility system to pay the bonds issued under this chapter by filing a written certificate of the mayor and the city administrator declaring such pledge with the city and the owner of the bonds.~~

~~Neither the revenue nor net revenue may be pledged to the payment of any obligations of a separate utility system except that the net revenue may be pledged on a basis subordinate to the lien on such revenue to the lien of the bonds.~~

~~(Ord. No. 1247, § 11, 3-27-2023)~~

### **3.15.120 Specific covenants.**

~~For the protection and security of the bonds, the City hereby covenants and agrees to and with the registered owners of parity bonds that the City will perform the following covenants:~~

- ~~A. *Rate covenant.* The City has established, may from time to time revise, and shall maintain and shall collect from the users of the wastewater system, rates and charges for furnishing the services and the facilities of the wastewater system to such users thereof. The City shall establish, maintain, and collect such rates and charges for service of its wastewater system for so long as any bonds are outstanding and shall maintain the rate covenant.~~
- ~~B. *Acquire projects.* The City shall commence the acquisition, construction and completion of any project financed by proceeds of bonds and continue the same with all practical dispatch and in a sound and economical manner.~~
- ~~C. *Operate wastewater system.* The City shall operate the wastewater system in an efficient and economical manner and prescribe, revise, and collect such charges in connection therewith so that the services, facilities, and properties of the wastewater system may be furnished at the lowest possible cost consistent with sound economy and prudent management.~~
- ~~D. *Good repair.* The City shall operate, maintain, preserve, and keep the wastewater system and every part hereof in good repair, working order, and condition.~~
- ~~E. *Preserve security.* The City shall preserve and protect the security of the bonds and the rights of the registered owners thereof.~~
- ~~F. *Collect revenues.* The City shall collect and hold in trust the revenue of the wastewater system and other funds pledged to the payment of the bonds and apply such revenue of the wastewater system or other funds only as provided in this chapter and all series ordinances.~~

G. Service bonds. The City shall pay and cause to be paid punctually the principal of and interest on the bonds on the date or dates, at the place or places, and in the manner that such sums are due in accordance with this chapter and all series ordinances.

H. Pay claims. The City shall pay and discharge any and all lawful claims for labor, materials, and supplies which, if unpaid, might by law become a lien or charge upon the revenue of the wastewater system, or any part of said revenue of the wastewater system, or any funds in the hands of the City Treasurer or City Administrator, prior or superior to the lien of the bonds or which might impair the security of the bonds to the end that the priority and security of the bonds shall be fully preserved and protected.

I. Encumbrances, sales, or transfers of wastewater system. The City shall not encumber, sell, lease, or dispose of the wastewater system or any part thereof, nor enter into any lease or agreement which would impair or impede the operation of the wastewater system or any part thereof necessary to secure adequate revenue for the payment of the principal of and interest on bonds and for the City to meet the rate covenant, nor which would otherwise impair or impede the rights of the registered owners of bonds with respect to such revenue or the operation of the wastewater system, except:

1. The City may dispose of all or substantially all the wastewater system, if the City pays all outstanding bonds or defeases all outstanding bonds pursuant to section 3.15.190; or
2. The City in its discretion may carry out a sale, transfer, or disposition (each, as used in this clause, a "transfer") if the facilities or property transferred are not material to the operation of the wastewater system, or shall have become unserviceable, inadequate, obsolete, or unfit to be used in the operation of the wastewater system or are no longer necessary, material or useful to the operation of the wastewater system; or
3. The City in its discretion may carry out such a transfer if the aggregate depreciated cost value of the facilities or property being transferred in any one fiscal year comprises no more than ten percent of the total assets of the wastewater system, so long as there has been filed with the City a certificate of the City Treasurer or City Administrator, or a Qualified Consultant stating that such disposition will not impair the ability of the City to comply with the rate covenant; or
4. The City in its discretion may carry out such a transfer if the City receives from the transferee an amount equal to the greater of the following:
  - a. An amount which will be in the same proportion to the net amount of outstanding bonds (less the amount of cash and investments in the bond fund and accounts therein) that the revenue of the wastewater system from the portion of the wastewater system sold or disposed of for the preceding year bear to the total revenue for that period; or
  - b. An amount which will in the same proportion to the net amount of outstanding bonds (less the amount of cash and investments in the bond fund and accounts therein) that the net revenue from the portion of the wastewater system sold or disposed of for the preceding year bears to the total net revenue for such period; or
  - c. An amount equal to the fair market value of the portion of the wastewater system transferred. As used herein, "fair market value" means the most probable price that a property should bring in competitive and open market under all conditions requisite to a fair sale, the willing buyer and willing seller each acting prudently and knowledgeably and assuming that the price is not affected by coercion or undue stimulus.

The proceeds of any transfer under this subparagraph (i) shall be used, first, to promptly redeem (or shall be irrevocably set aside for the redemption of) outstanding bonds, and, if any proceeds remain, second, to provide for part of the cost of additions to and betterments and extension of the wastewater system.

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J. *Insurance.* The City shall self insure or procure and keep in force insurance upon all buildings and structures of the wastewater system and the machinery and equipment therein, which are usually insured by entities operating like property, in good and responsible insurance companies. The amount of the insurance shall be such as may be required to adequately protect the City and the registered owners of any bonds from loss due to any casualty, and in the event of any such loss, the proceeds shall be used to repair or restore the wastewater system or for the payment of bonds.

K. *Fidelity bonds.* The City shall procure suitable fidelity bonds covering all its officers and other employees charged with the operation of the wastewater system and the collection and disbursement of revenue of the wastewater system.

L. *Engineers.* The City shall employ consulting engineers of acknowledged reputation, skill, and experience in the improvement and operation of the wastewater system for any unusual or extraordinary items of maintenance, repair, extensions, or betterments as shall be required from time to time. All reports, estimates, and recommendations of such consulting engineers shall be filed with the Clerk and furnished to the registered owners of any bonds upon request.

M. *Accounts.* The City shall keep proper and separate accounts and records in which complete and separate entries shall be made of all transactions relating to the wastewater system, and it will furnish complete operating and income statements upon request.

N. *Delinquencies.* The City shall not enter into any new agreements or arrangements or make any new offers to provide wastewater system products or services at a discount from published rate schedules or provide free wastewater system products or services except: (i) for City-owned facilities, (ii) in case of emergencies, (iii) where the City exchanges services with other water systems, or (iv) where in the reasonable judgment of the City such action does not materially reduce the revenues received by the City.

(Ord. No. 1247, § 12, 3-27-2023)

### **3.15.130 Tax covenants.**

A. *General.* The City covenants with the owners of tax-exempt bonds that, notwithstanding any other provision of this chapter or any other instrument, it will take no action which would adversely affect the tax-exempt status of tax-exempt bonds issued hereunder under sections 103 or 148 of the Code pertaining to the exclusion of interest on the tax-exempt bonds from gross income for federal income tax purposes. The foregoing covenant shall extend throughout the term of the tax-exempt bonds. The City will execute a tax certificate dated the date of issuance and closing of tax-exempt bonds hereunder with respect to such federal tax matters.

B. *Arbitrage covenant.* Covenant to maintain tax exemption.

1. The Mayor and/or City Administrator and other appropriate officials of the City each are hereby authorized and directed to execute from time to time such tax certificates as shall be necessary to establish that the tax-exempt bonds are not "arbitrage bonds" within the meaning of section 148 of the Code and the regulations promulgated or proposed thereunder, as the same presently exist or may from time to time hereafter be amended, supplemented or revised, and to establish that interest on the tax-exempt bonds is not and will not become includable in gross income under the Code and applicable regulations. The City covenants and certifies to and for the benefit of the bondholders that no use will be made of the proceeds of the issue and sale of the tax-exempt bonds, or any funds or accounts of the City which may be deemed to be proceeds of the tax-exempt bonds, pursuant to section 148 of the Code and applicable regulations (proposed or promulgated,) which use, if it had been reasonably expected on the date of issuance of the tax-exempt bonds, would have caused the tax-exempt bonds to be classified as "arbitrage bonds" within the meaning of section 148 of the Code.

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**Pursuant to this covenant, the City obligates itself to comply throughout the term of the tax exempt bonds with the requirements of section 148 of the Code and the regulations proposed or promulgated thereunder.**

- 2.** The City further covenants and agrees to and for the benefit of the Bondholders that the City (i) will not take any action that would cause interest on the tax exempt bonds to be or to become ineligible for the exclusion from gross income of the bondholders as provided in section 103 of the Code, (ii) will not omit to take or cause to be taken, in timely manner, any action which would cause interest on the tax exempt bonds to be or to become ineligible for the exclusion from gross income of the bondholders as provided in section 103 of the Code, and (iii) without limiting the generality of the foregoing, (a) will not take any action which would cause the tax exempt bonds to be a "private activity bond" within the meaning of section 141 of the Code or to fail to meet any applicable requirement of section 149 of the Code and (b) will not omit to take or cause to be taken, in timely manner, an action which would cause the tax exempt bonds to be a "private activity bond" or to fail to meet any applicable requirement of section 149 of the Code. The Mayor and/or the City Administrator, or such other appropriate officials of the City each are hereby authorized and directed to execute from time to time such tax certificate as shall be necessary to establish that the tax exempt bonds are not and will not become "private activity bonds," that all applicable requirements of section 149 of the Code are and will be met, and that the covenant of the City contained in this section 13.15.130.B.2 will be complied with.
- 3.** The City covenants and certifies to and for the benefit of the bondholders that: (i) the City will at all times comply with the provisions of any tax certificate; (ii) the City will at all times comply with the rebate requirements contained in section 148(f) of the Code, to the extent applicable; and (iii) no bonds or other evidences of indebtedness of the City have been or will be issued, sold or delivered within a period beginning 15 days prior to the sale of a series of tax exempt bonds and ending 15 days following the date of delivery of and payment for a series of tax exempt bonds.

The city hereby covenants to adopt, make, execute and enter into (and to take such actions, if any, as may be necessary to enable it to do so) any resolution or tax certificate necessary to comply with any changes in law or regulations in order to preserve the exclusion of interest on the tax exempt bonds from gross income of the bondholders thereof for purposes of the federal income tax to the extent that it may lawfully do so. The City further covenants to (a) impose such limitations on the investment or use of moneys or investment related to the tax exempt bonds, (b) make such payments to the United States Treasury, (c) maintain such records, (d) perform such calculations and (e) perform such other acts as may be necessary to preserve the exclusion of interest on the tax exempt bonds from gross income of the bondholders thereof for purposes of the federal income tax and which it lawfully may do.

Pursuant to these covenants, the City obligates itself to comply with the requirements of section 103 of the Code and the regulations proposed or promulgated thereunder throughout the term of the issue of the tax exempt bonds.

- C.** *Modification of tax covenants.* The covenants of this section are specified solely to assure the continued exemption from regular income taxation of the interest on the tax exempt bonds. To that end, the provisions of this section may be modified or eliminated without any requirement for formal amendment thereof upon receipt of an opinion of the City's bond counsel that such modification or elimination will not adversely affect the tax exemption of interest on any tax exempt bonds.

*(Ord. No. 1247, § 13, 3-27-2023)*

### **3.15.140 Issuance of parity bonds.**

**The City may issue parity bonds to provide funds for any purpose relating to the wastewater system, but only if:**

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A. No event of default under this chapter or any series ordinance has occurred and is continuing;

B. At the time of the issuance of the parity bonds there is no deficiency in the debt service account and all required deposits to all subaccounts in the reserve account have been made;

C. There shall have been filed with the City either:

1. A certificate of the City Administrator or the City Treasurer stating that Net Revenues (adjusted as provided in Section 3.15.140.D) for the base period were not less than 125 percent of maximum annual debt service on all then outstanding bonds, calculated as of the date the parity bonds are issued and with the proposed parity bonds treated as outstanding; or
2. A certificate or opinion of a qualified consultant:
  - a. Stating the amount of the adjusted net revenues for each of the five fiscal years after the last fiscal year for which interest on the parity bonds is, or is expected to be, capitalized, or, if interest will not be capitalized, for each of the five fiscal years after the proposed parity bonds are issued; and
  - b. Concluding the respective amounts of adjusted net revenues in each of the first four fiscal years described in section 3.15.140.C.2.a are at least equal to 125 percent of the annual bond debt service for each of those respective fiscal years on all outstanding bonds, with the proposed parity bonds treated as outstanding; and
  - c. Concluding the amount of adjusted net revenues in the fifth fiscal year described in section 3.15.140.C.2.a is at least equal to 125 percent of the maximum annual debt service, calculated for the period beginning with that fifth fiscal year on all then outstanding bonds, with the proposed parity bonds treated as outstanding.

D. The City may adjust net revenues for purposes of section 3.15.140.C.1 by adding any net revenues the City Administrator or the City Treasurer calculates the City would have had during the base period because of increases in Wastewater system rates, fees and charges which have been adopted by the City and are in effect on or before the date the parity bonds are issued. The City shall adjust net revenues for the base period by eliminating the effect of any withdrawals from or deposits to the stabilization account.

E. The qualified consultant shall calculate adjusted net revenues for purposes of section 3.15.140.C.2 as provided in this section 3.15.140.E:

1. The City shall provide the qualified consultant with the following information:
  - a. The base period, the net revenues for the base period and the amounts of any withdrawals from or deposits to the stabilization account for fiscal years that are included in the base period;
  - b. Information regarding any wastewater system utility properties that are being acquired with parity bonds and that have an earnings record;
  - c. Any changes in rates and charges which have been adopted by the City since the beginning of the base period and the dates on which they are scheduled to take effect;
  - d. Any changes in customers since the beginning of the base period; and
  - e. A description of any extensions or additions to the wastewater system that were in the process of construction at the beginning of the base period or commenced construction after the beginning of the base period, the expected date of completion of those extensions or additions, the estimated operating and capital costs of those extensions or additions, and any other changes to the revenues or operation and maintenance expenses.

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that the City reasonably expects to result from the completion and operation of those extensions or additions.

2. Using the information provided by the City pursuant to section 3.15.140.E.1 and any additional information the qualified consultant determines is necessary, the qualified consultant shall adjust the net revenues for the base period to eliminate the effect of any withdrawals from or deposits to the stabilization account in the manner described in section 3.15.140.D and may adjust the net revenues for the base period:
  - a. To reflect any changes that the qualified consultant projects will result from the acquisition of wastewater system utility properties that are being financed with the parity bonds and that have an earnings record;
  - b. To reflect any changes in rates and charges which have been adopted by the City and which are scheduled to take effect during the period described in section 3.15.140.C.2.a, or which increase rates and charges for inflation at a level which the qualified consultant determines is reasonable;
  - c. To reflect any changes in customers of the wastewater system that occurred after the beginning of the base period and prior to the date of the qualified consultant's certificate, and
  - d. To reflect any changes to net revenues not included in the preceding paragraphs that are projected to result from the completion and operation of additions and extensions to the wastewater system that were under construction at the beginning of the base period or commenced construction after the beginning of the base period.
- F. The City may issue refunding bonds to refund outstanding bonds without complying with section 3.15.140.A through E above if the refunded bonds are legally defeased on the date of delivery of the refunding bonds and if the annual bond debt service on the refunding bonds does not exceed the annual bond debt service on the refunded bonds in any fiscal year by more than five percent.
- G. Bonds shall be treated as "legally defeased" for purposes of section 3.15.140.F if they are defeased as provided in section 3.15.190.
- H. All parity bonds issued in accordance with this Section 3.15.140 shall have a lien on the net revenues which is equal to the lien of all other outstanding bonds.

(Ord. No. 1247, § 14, 3-27-2023)

### **3.15.150 Interest subsidy bonds.**

The amounts assumed to be paid on interest subsidy bonds shall be calculated as follows:

- A. When calculating annual debt service for the rate covenant in section 3.15.120.A, the City shall subtract from interest to be paid on interest subsidy bonds the federal interest subsidies on interest subsidy bonds that the City reasonably expects, at the beginning of the fiscal year, to receive during that fiscal year.
- B. When calculating annual debt service and maximum annual debt service for the tests for issuing parity bonds in section 3.15.140, the City shall subtract from the scheduled payments of interest on interest subsidy bonds the amount of federal interest subsidies that the City reasonably expects, at the time the parity bonds are issued, to receive.
- C. When calculating the amount of principal, interest and premium, if any, required to be paid in any fiscal year on a series of interest subsidy bonds to determine the tax maximum for interest subsidy

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bonds that are secured by a subaccount in the bond reserve account, the City shall subtract from the scheduled payments of interest on interest subsidy bonds the federal interest subsidies that the City reasonably expects, at the time the series of interest subsidy bonds is issued, to be paid to the City for the series of interest subsidy bonds. The City shall not be required to increase the amount the City is required to hold in a subaccount in the bond reserve account if federal interest subsidies are not paid when or in the amounts expected. However, if the City reduces the amount it holds in a subaccount of the bond reserve account because bonds secured by that subaccount have been paid, the City must take into account its reasonable expectations of the amount of federal interest subsidies it expects to receive at the time of reduction in determining the amount that the City must retain in a subaccount of the bond reserve account.

(Ord. No. 1247, § 15, 3-27-2023)

### **3.15.160 Estimated debt service requirements for balloon payments.**

The estimated debt service requirement for balloon payments shall be calculated in accordance with this section 3.15.160.

- A. *For the rate covenants.* For each balloon payment that is outstanding on August 1 of any fiscal year, the City Administrator, City Treasurer, or their designee shall prepare a schedule of principal and interest payments for a hypothetical series of refunding bonds that refunds that balloon payment in accordance with section 3.15.160.D. The City Administrator, City Treasurer, or their designee, shall prepare that schedule as of that first day of August, and that schedule shall be used to determine compliance with the rate covenant in section 3.15.120.A for the following fiscal year.
- B. *For parity bonds.* Whenever a balloon payment will be outstanding on the date a series of parity bonds is issued, the City Administrator, City Treasurer, or their designee, shall prepare a schedule of principal and interest payments for a hypothetical series of refunding bonds that refunds each outstanding balloon payment in accordance with section 3.15.160.D. The City Administrator, City Treasurer, or their designee shall prepare that schedule as of the date the parity bonds are sold, and that schedule shall be used to determine compliance with the tests for parity bonds in section 3.15.140.
- C. *For the reserve account requirement.* If a reserve account requirement applies to a series of bonds, whenever such series of bonds contains a balloon payment, the City Administrator, City Treasurer, or their designee shall prepare a schedule of principal and interest payments for a hypothetical series of refunding bonds that refunds each balloon payment in that series in accordance with section 3.15.160.D. The City Administrator, City Treasurer, or their designee shall prepare that schedule as of the date the series is sold, and that schedule shall be used to determine the reserve requirement as long as that series is outstanding.
- D. Each hypothetical series of refunding bonds shall be assumed to be paid in equal annual installments of principal and interest that are sufficient to amortize the principal amount of the balloon payment over the term selected by the City Administrator, City Treasurer, or their designee; however, the City Administrator, City Treasurer, or their designee shall not select a term that exceeds the lesser of: 30 years from the date the balloon payment is originally scheduled to be paid; or, the City's estimate of the remaining weighted average useful life (expressed in years and rounded to the next highest integer) of the assets which are financed with the balloon payment. The annual installments shall be assumed to be due on the anniversaries of the date the balloon payment is originally scheduled to be paid, with the first installment due on the first anniversary of the date the balloon payment is scheduled to be paid. Each installment shall be assumed to bear interest at a rate that is estimated by the City from the bond buyer revenue bond index (or if the bond buyer revenue bond index is not available, a reasonably comparable index selected by the City) for a revenue bond with a term

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determined as described above. When the City prepares a schedule described in section 3.15.160.A, section 3.15.160.B, or section 3.15.160.C, the City shall use the index that is available to the City on the date the City is required to prepare that schedule.

(Ord. No. 1247, § 16, 3-27-2023)

### **3.15.170 Form of bonds.**

The bonds issued hereunder shall be in substantially the form provided in each series ordinance for such bonds.

(Ord. No. 1247, § 17, 3-27-2023)

### **3.15.180 Execution of bonds.**

The bonds shall be executed on behalf of the City with the manual or facsimile signatures of the Mayor and the City Treasurer, with both signatures attested by the manual or facsimile signature of the Clerk.

Only such bonds as shall bear thereon a certificate of authentication in the forms set forth in the respective series ordinances, manually executed by the bond registrar, shall be valid or obligatory for any purpose or entitled to the benefits of this chapter. Such certificate of authentication shall be conclusive evidence that the bonds so authenticated have been duly executed, authenticated, and delivered hereunder and are entitled to the benefits of this chapter.

In case either of the officers who shall have executed the bonds shall cease to be an officer or officers of the City before the bonds so signed shall have been authenticated or delivered by the bond registrar pursuant to the series ordinance, or issued by the City, such bonds shall be valid nevertheless and may be issued by the City with the same effect as though the persons who had executed such bonds had not ceased to be such officers.

(Ord. No. 1247, § 18, 3-27-2023)

### **3.15.190 Defeasance.**

In the event that money and/or "governmental obligations" (as now or hereinafter defined in Idaho Code, section 57-504 or comparable statute then in effect) maturing at such time or times and bearing interest to be earned thereon in amounts sufficient to redeem and retire any bonds payable out of the bond fund in accordance with their terms are irrevocably deposited with an escrow agent to effect such redemption and retirement, then no further payments need be made into the bond fund for the payment of the principal of and interest on such bonds and the owner of such bonds shall cease to be entitled to any lien, benefit or security of this chapter except the right to receive the funds so set aside and pledged, and such bonds shall be deemed not to be outstanding hereunder. Prior to such bonds being deemed defeased, the City shall file with the escrow agent (i) a certificate from an independent, certified public accountant to the effect that the money and the principal and interest to be received from the government obligations are calculated to be sufficient, without further reinvestment, to pay the defeased bonds when due; and (ii) an opinion of nationally recognized bond counsel that the proposed defeasance will not cause interest on any defeased tax-exempt bonds to be includable in gross income under the Code.

The City will cause the bond registrar appointed for the bonds being defeased to provide notice of defeasance of bonds to registered owners of bonds being defeased and to each party entitled to receive notice under this chapter.

(Ord. No. 1247, § 19, 3-27-2023)

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### **3.15.200 Lost or destroyed bonds.**

~~In case any bonds shall be lost, stolen or destroyed, the Bond registrar for such lost, stolen or destroyed bonds may authenticate and deliver a new bond or bonds of like amount, date and tenor to the owner thereof upon the owner's paying the expenses and charges of such bond registrar and the City in connection therewith and upon his filing with such bond registrar and the city evidence satisfactory to both that such bond or bonds were actually lost, stolen or destroyed and of their ownership thereof, and upon furnishing such bond registrar and the City with indemnity to their satisfaction.~~

~~(Ord. No. 1247, § 20, 3-27-2023)~~

### **3.15.210 Events of default.**

~~Each of the following events is hereby declared to be an "event of default" under this chapter:~~

- ~~A. Non payment of principal, premium or reserve deposit. Payment of the principal of the bonds, or any required reserve account deposit, is not made when the same becomes due and payable;~~
- ~~B. Non payment of interest. Payment of any installment of interest on the bonds is not made when the same becomes due and payable.~~
- ~~C. Incapable to perform. The City for any reason is, or is rendered to be, incapable of fulfilling its obligations hereunder.~~
- ~~D. Non performance of duties. The City shall have failed to carry out and to perform all acts and things lawfully required to be carried out or to be performed by it under any contract relating to the revenues, to the wastewater system, or to all or any combination thereof, or otherwise, including, without limitation, this chapter, and such failure shall continue for 60 days after receipt of notice from the registered owners of at least a majority in principal amount of the bonds, then outstanding.~~
- ~~E. Failure to reconstruct. The City discontinues or unreasonably delays or fails to carry out with reasonable dispatch the reconstruction of any revenue producing part of the wastewater system which is destroyed or damaged and is not promptly repaired or replaced (whether such failure to repair is due to impracticability of such repair or replacement, is due to a lack of monies therefor, or for other reasons).~~
- ~~F. Appointment of receiver. An order or decree is entered by a court of competent jurisdiction, with the consent or acquiescence of the City appointing a receiver or receivers for the wastewater system or for the revenues and any other monies subject to the lien to secure the payment of the bonds, or both such wastewater system and such monies, or if any order or decree having been entered without the consent or acquiescence of the City, is not vacated or discharged or stayed on appeal within 60 days after entry.~~
- ~~G. Default of any provisions. The City makes any default in the due and punctual performance of any other of the representations, covenants, conditions, agreements and other provisions contained in the bonds authorized or referred to in this chapter on its part to be performed, and if such default continues for 60 days after written notice, specifying such default and requiring the same to be remedied, is given to the City by the registered owners of at least a majority in principal amount of the bonds then outstanding.~~
- ~~H. Remedies. If an event of default occurs, any registered owner may exercise any remedy available at law or in equity including mandamus, where applicable. However, the bonds shall not be subject to acceleration.~~

*(Ord. No. 1247, § 21, 3-27-2023)*

### **3.15.220 Application of funds and moneys in event of default.**

The City covenants that if an event of default shall happen and shall not have been remedied, the City, upon written demand of the registered owners of at least a majority of the principal amount of the bonds then outstanding, shall pay over or cause to be paid over to a commercial bank or other financial institution with a reported capital and surplus in excess of \$50,000,000.00 appointed by such registered owners as trustee for the benefit of the registered owners (the "trustee"), (i) forthwith, all moneys, securities and funds then held by the City in any fund under this chapter, and (ii) all net revenues as promptly as practicable after receipt thereof.

During the continuance of an event of default, the trustee shall apply all moneys, securities, funds and net revenues received by the trustee pursuant to any right given or action taken under the provisions of this chapter and any series ordinance as follows and in the following order:

- A. *Compensation and expenses of trustee.* To the payment of the reasonable and proper compensation, charges, expenses and liabilities of the trustee;
- B. *Operating costs.* To the payment of the amounts required for reasonable and necessary operation and maintenance expenses as necessary, in the judgment of the trustee, to prevent deterioration of the wastewater system or loss of net revenues therefrom. For this purpose, the books or records and accounts of the City relating to the wastewater system shall at all times be subject to the inspection of the trustee and its representatives and agents during the continuance of such event of default;
- C. *Principal or redemption price and interest.* To the payment of the interest and principal or redemption price then due on bonds as follows:
  1. *First.* To the payment to the persons entitled thereto of all installments of interest then due in the order of the maturity of such installments, together with accrued and unpaid interest of the bonds therefor called for redemption, and if the amount available shall not be sufficient to pay in full any installment or installments maturing on the same date, then to the payment thereof ratably, according to the amounts due thereon, to the persons entitled thereto, without any discrimination or preference; and
  2. *Second.* To the payment of the persons entitled thereto of the unpaid principal or redemption price of the bonds which shall have become due, whether at maturity or by call for redemption, in the order of their due dates, and, if the amount available shall not be sufficient to pay in full all the bonds due on any date, then to the payment thereof ratably, according to the amounts of principal or redemption due on such date, to the persons entitled thereto, without any discrimination or preference.
  3. If and whenever all overdue installments of interest on the bonds, together with the reasonable and proper charges, expenses and liabilities of the trustee, and all other sums payable by the city under this chapter, including the principal and redemption price of and accrued unpaid interest on the bonds then payable by declaration or otherwise, shall either be paid by the trustee for the account of the city, or provision satisfactory to the trustee shall be made for such payment, and all events of default under the ordinance shall be made good or secured to the satisfaction of the trustee or provision deemed by the trustee to be adequate shall be made therefor, the city shall be restored to its former positions and rights under this chapter. No such restoration of the City in its former positions and rights shall extend to or affect any subsequent events of default under this chapter or impair any right consequent thereon.

*(Ord. No. 1247, § 22, 3-27-2023)*

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### **3.15.230 Amendments.**

A. The City from time to time and at any time may pass an ordinance or ordinances supplemental hereto, which ordinance or ordinances thereafter shall become a part of this chapter, for any one or more or all of the following purposes:

1. To add to the covenants and agreements of the City in this chapter, other covenants and agreements thereafter to be observed, which shall not adversely affect the interests of the registered owners of the outstanding parity bonds issued hereunder, or to surrender any right or power herein reserved.
2. To make such provisions for the purpose of curing any ambiguities or of curing, correcting, or supplementing any defective provision contained in this chapter, or any series ordinance authorizing bonds in regard to matters or questions arising under such ordinances as the council may deem necessary or desirable and not inconsistent with such ordinances and which shall not adversely affect, in any material respect, the interest of the registered owners of the outstanding bonds.

Any such series ordinance may be adopted without the consent of the owners of any bonds at any time outstanding, notwithstanding any of the provisions of subsection (b) of this section.

B. With the consent of the owners of not less than 51 percent in aggregate principal amount of the bonds at the time outstanding, the council may pass an ordinance or ordinances supplemental hereto for the purpose of adding any provisions to or changing in any manner or eliminating any of the provisions of this chapter or of any series ordinance; provided, however, that no such series ordinance shall:

1. Extend the fixed maturity of any bonds, or reduce the rate of interest thereon, or extend the time of payment of interest from their due date, or reduce the amount of the principal thereof, or reduce any premium payable on the redemption thereof, without the consent of the registered owner of each bond so affected; or
2. Reduce the aforesaid percentage of bond owners required to approve any such series ordinance, without the consent of the owners of all the bonds then outstanding.

It shall not be necessary for the consent of bond owners under this subsection (b) to approve the particular form of any proposed series ordinance, but it shall be sufficient if such consent shall approve the substance thereof.

C. Upon the adoption of any series ordinance pursuant to the provisions of this section, this chapter shall be deemed to be modified and amended in accordance therewith, and the respective rights, duties and obligations of the city under this chapter and all owners of bonds outstanding hereunder shall thereafter be determined, exercised and enforced thereunder, subject in all respects to such modifications and amendments, and all terms and conditions of any such series ordinance shall be deemed to be part of the terms and conditions of this chapter for any and all purposes.

D. Bonds executed and delivered after the execution of any series ordinance passed pursuant to the provisions of this section may have a notation as to any matter provided for in such series ordinance, and if such series ordinance shall so provide, new bonds so modified as to conform, in the opinion of the council, to any modification of this chapter contained in any such series ordinance, may be prepared and delivered without cost to the owners of any affected bonds then outstanding, upon surrender for cancellation of such bonds in equal aggregate principal amounts.

E. **Exclusion of Bonds Owned by City.** Bonds owned or held by or for the account of the City shall not be deemed outstanding for the purpose of any vote or consent or other action or any calculation of outstanding bonds in this chapter provided for and shall not be entitled to vote or consent or take any other action in this chapter provided for.

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F. ~~Bonds held by securities repositories. For so long as the bonds are held in book entry only form, communications with the owners shall be made with the securities depository who is the "registered owner" of the bonds and communications with (and obtaining consents from) beneficial owners shall be made in accordance with the operational procedures of the securities depository that is the "registered owner" of the bonds.~~

~~(Ord. No. 1247, § 23, 3-27-2023)~~

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## TITLE 4 COMMISSIONS AND BOARDS

### CHAPTER 4.04 COMMUNITY HOUSING COMMISSION

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#### 4.04.010 Definitions.

As used in this chapter, the following words shall be interpreted and defined in accordance with the provisions set forth in this section:

City: The City of Ketchum, Idaho.

Commission: The City of Ketchum Community Housing Commission.

Council: The City Council of the City of Ketchum.

Members: The members of the City of Ketchum Community Housing Commission.

(Ord. 684 § 1, 1996)

#### 4.04.020 Creation of the Commission.

There is created a Community Housing Commission for the City of Ketchum, Idaho, pursuant to Idaho Code section 50-210.

- A. The Commission shall consist of seven members, each of whom shall be appointed by the Mayor and confirmed by the majority vote of the City Council.
- B. Each member shall reside in Blaine County, Idaho. At least four members of the Commission shall be residents of the City of Ketchum, Idaho, and not more than three members of the Commission may reside outside the City limits.
- C. The seven Commission members who are first appointed shall be designated to serve the following terms: two members shall be designated for terms of one year, two members shall be designated for terms of two years, and three members shall be designated for terms of three years. After appointment of the first Commission members in staggered terms, the terms of office shall be for three years. All vacancies, including those occurring from expiration of terms, shall be filled in the same manner as used for the original appointment. The terms of office shall be staggered so that no more than three vacancies occur within one year. All vacancies shall be filled for the unexpired term.
- D. No Commission member may be an officer or employee of the City.
- E. A Commission member shall hold office until his or her successor has been appointed and confirmed by the Council.
- F. Commission members may be removed by a majority vote of the City Council. Commission members shall be selected without respect to political affiliation, and shall serve with compensation at the discretion of the Council.

G. All Commission members shall be subject to and comply with the terms of the State of Idaho conflict of interest and ethics in government laws.

(Ord. 684 § 2, 1996; Ord. 686 § 1, 1996; Ord. 689 § 1, 1996; Ord. 704 § 1, 1997)

#### **4.04.030 Rules, organization and meetings.**

A. The Commission shall elect its own chairperson and create and fill such other offices, subcommittees, advisory committees and neighborhood groups as it may determine necessary for the proper conduct of the affairs and business of the Commission.

B. Meetings of the Commission shall be held when duly called by the chairperson by written or oral notice. At least one regular meeting shall be held each month for not less than nine months in a year. Additional meetings shall be scheduled as necessary.

C. All members shall have voting rights, and a majority of voting members shall constitute a quorum. All meetings and work sessions at which there is a quorum shall be open to the public and shall comply with the state of Idaho open meeting laws.

D. Written rules or bylaws consistent with this chapter and the laws of the State of Idaho shall be adopted for the transaction of business of the Commission.

E. Written records of meetings, hearings, resolutions, findings, studies, recommendations and actions of the Commission shall be maintained and available to the public during regular business hours at Ketchum City Hall.

(Ord. 684 § 3, 1996)

#### **4.04.040 Duties of the Commission.**

The Commission shall hold public meetings, hearings, or work sessions, or use other means to obtain input regarding solutions to affordable housing issues within the City and countywide as those issues affect the City. The Commission has been established to make specific recommendations to the City Council on ways to make long term housing available for full time working City residents who cannot afford current housing costs. Specifically, the Commission will:

A. Assess housing needs of the community;

B. Make recommendations on a structure for meeting housing needs;

C. Identify land appropriate for acquisition that is suitable to be developed as housing;

D. Recommend a process to develop such properties for housing;

E. Recommend a process to administrate such housing once developed; and

F. Propose criteria and a selection process for potential buyers or renters of these housing projects.

(Ord. 684 § 4, 1996)

#### **4.04.050 Employees and expenditures.**

Any expenditures of the Commission shall be within the amounts appropriated and authorized by the Council prior to such expenditure. Paid staff positions may be created only at the discretion of the Council and shall be filled in accordance with regular City hiring procedures.

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(Ord. 684 § 5, 1996)

## CHAPTER 4.08 HISTORICAL PRESERVATION COMMISSION

### 4.08.010 Purpose.

The purpose of this chapter is to define the composition, duties, and responsibilities of the City of Ketchum Historic Preservation Commission.

(Ord. 511 § 1, 1989; Ord. No. 1231, § 1, 1-3-2022)

### 4.08.020 Definitions.

*The following words and phrases, when used in this chapter, shall have, unless the context clearly indicates otherwise, the following meanings:*

**Commented [LE2]:** Definitions not necessary throughout this chapter

*City* means The City of Ketchum, Idaho.

*Historic building/site list* means the list of buildings and sites deemed to be historically significant as adopted by resolution by the HPC.

*Historic preservation* means the research, documentation, protection, restoration and rehabilitation of buildings, structures, objects, districts, areas and sites significant in the history, architecture, archaeology or culture of this state, its communities or the nation.

*Historic property* means any building, structure, area or site that is significant in the history, architecture, archaeology or culture of this community, the state, or the nation.

*HPC* means the Historic Preservation Commission of the City of Ketchum, Idaho.

(Ord. 511 § 2, 1989; Ord. No. 1231, § 1, 1-3-2022)

### 4.08.030 Created; appointments.

- A. There is created an HPC which shall consist of five members comprised of a maximum of three and a minimum of one member of the Planning and Zoning Commission and a maximum of four and a minimum of two members of the community who shall be appointed by the Mayor with the advice and consent of the Council.
- B. All members of the HPC shall have a demonstrated interest, competence or knowledge in history or historic preservation. The Council shall endeavor to appoint community members with professional training or experience in the disciplines of architecture, history, architectural history, urban planning, archaeology, engineering, law, or other historic preservation related disciplines.
- C. Initial appointments to the HPC shall be made as follows: two two-year terms, and three three-year terms. All subsequent appointments shall be made for three-year terms. HPC members may be reappointed to serve additional terms. Vacancies shall be filled in the same manner as original appointments, and the appointee shall serve for the remainder of the unexpired term.
- D. The members of the HPC may be reimbursed by the City for expenses incurred in connection with their duties and for meetings, subject to a resolution adopted by the City Council.

(Ord. 511 § 3, 1989; Ord. 512 § 1, 1989; Ord. 978 § 1, 2006; Ord. No. 1231, § 1, 1-3-2022)

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#### **4.08.040 Organization, officers, rules, meetings.**

- A. The HPC shall have the power to make whatever rules are necessary for the execution of its duties as set forth in this chapter. Rules of procedure and bylaws adopted by the HPC shall be available for public inspection.
- B. The HPC shall elect officers from among the HPC members. The chairperson shall preside at meetings of the HPC. The vice chairperson shall, in the absence of the chairperson, perform the duties of the chairperson.
- C. All meetings of the HPC shall be open to the public and follow the requirements of Idaho's open meeting laws. The HPC shall keep minutes and other appropriate written records of its resolutions, proceedings and actions.
- D. The HPC may recommend to the Council, within the limits of its funding, the employment of or the contracting with other parties for the services of technical experts or other persons as it deems necessary to carry on the functions of the HPC.

(Ord. 511 § 4, 1989; Ord. No. 1231, § 1, 1-3-2022)

#### **4.08.050 Powers, duties and responsibilities.**

The HPC shall be advisory to the Council and shall be authorized to:

- A. Conduct a survey of local historic properties;
- B. Recommend the acquisition of fee and lesser interests in historic properties, including adjacent or associated lands, by purchase, bequests or donation;
- C. Recommend methods and procedures necessary to preserve, restore, maintain and operate historic properties under the ownership or control of the City;
- D. Recommend the lease, sale, other transfer or disposition of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property;
- E. Contract, with the approval of the Council, with the state or federal government, or any agency of either, or with any other organization;
- F. Cooperate with the federal, state and local governments in the pursuance of the objectives of historic preservation;
- G. Make recommendations in the planning processes undertaken by the county, the City, the state or the federal government and the agencies of these entities;
- H. Recommend ordinances and otherwise provide information for the purposes of historic preservation in the City;
- I. Promote and conduct an educational and interpretive program on historic preservation and historic properties in the City;
- J. HPC members, employees or agents of the HPC may enter private property, buildings or structures in the performance of their official duties only with the express consent of the owner or occupant;
- K. Review nominations of properties to the National Register of Historic Places for properties within the City's jurisdiction;
- L. Establish and maintain the Historic Building/Site list;
- M. Review and make decisions on Demolition and Alteration applications.

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(Ord. 511 § 5, 1989; Ord. No. 1231, § 1, 1-3-2022)

#### **4.08.060 Special restrictions.**

~~Under the provisions of Idaho Code section 67-461257-4612, the City of Ketchum, Idaho, may provide by ordinances, special conditions or restrictions for the protection, enhancement and preservation of historic properties.~~

(Ord. 511 § 6, 1989; Ord. No. 1231, § 1, 1-3-2022)

**Commented [LE3]:** DELETE - Not necessary to state statute

## **CHAPTER 4.12 PLANNING AND ZONING COMMISSION**

#### **4.12.010 Purpose.**

The purpose of this chapter is to establish the Planning and Zoning Commission of the City of Ketchum in accordance with Idaho Code Title 67, Chapter 65, and to define its composition, duties, and responsibilities. The Commission is created to promote the orderly development of the City; to implement the goals and policies of the Comprehensive Plan; to review and make recommendations on land use, zoning, and subdivision matters; and to advise the Mayor and City Council on issues affecting the growth, development, and general welfare of the community.

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#### **4.12.010 Definitions.**

As used in this chapter, the following definitions shall apply:

Appointive members: All members appointed to the Commission by the Mayor and confirmed by a majority vote of the City Council, pursuant to Idaho Code section 67-6504.

Commission: The City of Ketchum Planning and Zoning Commission created by this chapter.

Governing board: The Mayor and City Council of the City of Ketchum, Idaho.

(Ord. 1130, 2015)

#### **4.12.020 Creation of the Commission.**

A Planning and Zoning Commission for the City of Ketchum, Idaho, is hereby created pursuant to Idaho Code section 67-6504. The appointment of members, filling vacancies, residency, length of service and removal for cause shall conform to requirements contained in Idaho Code section 67-6504(a) as may be amended from time to time, unless more restrictive requirements are established in bylaws of the Commission adopted by resolution of the City Council.

(Ord. 1130, 2015)

#### **4.12.030 Establish number of members.**

The number of members to be appointed to the Commission shall be five, pursuant to Idaho Code section 67-6504(a) that provides for not less than three members and not more than 12 members.

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(Ord. 1130, 2015)

#### **4.12.040 Establish term of office.**

The term of officea commissioner shall be three years, pursuant to Idaho Code section 67-6504(a) that provides for not less than three years and not more than six years.

(Ord. 1130, 2015)

#### **4.12.050 Compliance with Idaho Code.**

~~The bylaws of the Planning and Zoning Commission setting forth organization, rules, records, meetings, expenditures, and staff shall comply with Idaho Code section 67-6504, as may be amended from time to time. U~~  
(Ord. 1130, 2015)

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### **CHAPTER 4.16 ARTS COMMISSION**

#### **4.16.010 Purpose.**

It is the purpose of this chapter and the policy of the City to recognize the value of art in public places, in order to beautify public areas, to enhance the quality of life for Ketchum citizens, to attract tourism, to enhance art education and celebration of cultural heritage, and to provide incentives to businesses to locate within the City, thus expanding Ketchum's economic base.

(Ord. 1168, 2017)

#### **4.16.020 Definitions.**

~~In construing the provisions of this chapter, the following definitions shall apply:~~

~~Public art: Art in any media (temporary, long term, visual, performing, time based, etc.) that has been planned and executed with the intention of being staged in the physical public domain, usually outside and accessible to all.~~

~~(Ord. 1168, 2017)~~

#### **4.16.030 General requirements.**

- A. Public art may be an integral part of a structure, attached to a structure or detached from a structure within or outside of it. Public art may also be located on any publicly owned property or on publicly accessible private property upon formal written agreement with the private entity.
- B. Any public art chosen shall be located in a public place with public accessibility and impact, and further shall comply with any addition to any guidelines established by Council upon recommendation of the Ketchum Arts Commission.
- C. Nothing contained herein shall preclude funding City public art by matching monies, donations, or other means.

(Ord. 1168, 2017)

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#### **4.16.040 Administrative responsibilities.**

- A. The City designates the Ketchum Arts Commission, to be responsible for the location and selection of all public art in the City. The Ketchum Arts Commission ~~shall~~will make recommendations and ~~shall~~ seek input and advice from relevant City departments prior to public art installation. ~~It shall~~The Ketchum Arts Commission will also advise relevant City departments regarding the maintenance, repair, ~~and~~or other conservation of public art.
- B. Public art selected shall be consistent with the City's comprehensive plan, zoning and subdivision ordinances, and land uses contemplated therein.
- C. The Ketchum Arts Commission ~~shall~~will work with the City regarding the public art selected for installation in coordination with projects contained in the capital improvement program and selection of artists for public art projects.
- D. The Ketchum Arts Commission shall make reports from time to time as requested by the Mayor and/or the Council.

(Ord. 1168, 2017)

#### **4.16.050 Source of funds.**

Funds to support the Arts Commission may include, but are not limited to, general funds, percent for arts funds, Ketchum Urban Renewal Agency funds, grants, donations, and funding from other organizations and agencies.

(Ord. 1168, 2017)

#### **4.16.060 Establishment, composition and terms.**

The Commission ~~will~~shall consist of no more than nine members who shall receive no salary. The Mayor and Commission Chair will work together to discuss new members for appointment. Members shall be appointed by the Mayor and confirmed by the City Council, and any member may, in a like manner, be removed.

- A. The Commission shall adopt bylaws for the management and operation of meetings.
- B. In addition to the nine members, the executive director of the Ketchum Community Development Corporation (KCDC) will serve as a nonvoting member of the Commission.
- C. The term of office for each of the members shall be three years. Two consecutive three-year terms shall be the maximum allowable for a member and shall constitute a full term. Upon completion of a full term, reappointment will be allowable after a one year waiting period.

(Ord. 1168, 2017)

#### **4.16.070 Duties and responsibilities.**

The duties and responsibilities of the Arts Commission shall be as follows:

- A. Stimulate awareness and appreciation of the importance of the arts in the broadest possible manner including, but not limited to, the review and incorporation of public art with existing and new construction (both public and private), support of visual, performing and literary arts (individuals, organizations, businesses), and both a general promotion of the arts and arts education.

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- B. Encourage the preservation and growth of the City's art resources, foster the development of a receptive climate for the arts, and promote opportunities for Ketchum residents to participate in artistic activities.
- C. Provide information, encouragement, and general assistance to Ketchum's cultural organizations and artists.
- D. Promote the development of Ketchum artists, institutions and community organizations sponsoring arts activities.
- E. Assess the needs of the arts and of the people of Ketchum and make such information available to the Mayor and City Council and all interested agencies and persons.
- F. Review and provide recommendations and advice to the Mayor and City Council on all proposed arts related projects, events, grants, general disbursement of funds or provision of services to artists, nonprofit or for profit arts institutions or organizations.
- G. Encourage and provide direction to coordinate, partner or benefit from the arts activities or opportunities provided by other governmental agencies.
- H. Seek and encourage financial support, including grants, loans and guarantees for Ketchum Arts Commission projects subject to approval by the City Council and Mayor.

(Ord. 1168, 2017)

## **CHAPTER 4.30 URBAN RENEWAL AGENCY**

### **4.30.010 Purpose.**

The purpose of this chapter is to establish the Ketchum Urban Renewal Agency (KURA), an independent agency formed by the City of Ketchum in 2006, to focus on downtown revitalization, community housing, and public and private investments. The KURA operates under its own budget, bylaws, and Board of Commissioners, implementing projects identified in the Ketchum Urban Renewal Plan adopted by the City Council. Ketchum Urban Renewal Agency.

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### **4.30.020 Establishment and Composition.**

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The Ketchum Urban Renewal Agency is established as an independent agency of the City of Ketchum. The Agency shall be governed by a Board of Commissioners consisting of seven members: two members of the Ketchum City Council and five additional members from the community. The members shall be appointed by the Mayor and confirmed by the City Council. Ketchum Urban Renewal Agency.

### **4.30.030 Powers and Duties.**

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The KURA shall have the authority to:

1. Implement the projects identified in the Ketchum Urban Renewal Plan.
2. Utilize tax increment financing to fund urban renewal projects.

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3. Acquire, improve, and dispose of property within the Revenue Allocation Area.
4. Enter into contracts and agreements necessary to carry out urban renewal projects.
5. Issue bonds or other obligations to finance urban renewal activities.
6. Perform all other activities authorized under Idaho Code Title 50, Chapter 20.

#### **4.30.040 Administrative Responsibilities.**

The City designates the Ketchum Urban Renewal Agency as responsible for the administration and implementation of urban renewal projects within the City. The KURA shall coordinate with relevant City departments and officials to ensure alignment with the City's comprehensive plan and zoning ordinances.

#### **4.30.050 Funding Sources.**

The KURA may utilize various funding sources to support its activities, including but not limited to:

1. Tax increment financing derived from the Revenue Allocation Area.
2. Grants and loans from federal, state, or local agencies.
3. Private investments and partnerships.
4. Donations and other contributions.

#### **4.30.060 Reporting and Oversight.**

The KURA shall provide annual reports to the City Council detailing its activities, financial status, and progress on urban renewal projects. The City Council shall have oversight authority to ensure that the KURA's activities align with the City's goals and objectives.

### **CHAPTER 4.40 KETCHUM SUSTAINABILITY ADVISORY COMMITTEE**

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#### **4.40.010 Purpose.**

The purpose of this chapter is to define the composition, duties, and responsibilities of the City of Ketchum Sustainability Advisory Committee (KSAC).

#### **4.40.020 Created; appointments.**

#### **4.40.030 Organization, officers, rules, meetings.**

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**4.40.040 Powers, duties, and responsibilities.**

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## **TITLE 1 GENERAL PROVISIONS**

### **CHAPTER 1.04 GENERAL CODE PROVISIONS**

#### **1.04.010 Definitions.**

The following words and phrases, whenever used in the ordinances of the City, shall be construed as defined in this section unless, from the context, a different meaning is intended or unless a different meaning is specifically defined and more particularly directed to the use of such words or phrases:

**Alley:** A minor improved or unimproved public way providing secondary and/or service access to the back or the side of a property otherwise abutting a street.

**City:** The City of Ketchum, the area within the territorial limits of the City, and such territory outside the City over which the City has jurisdiction or control by virtue of any constitutional or statutory provision.

**Council:** The City Council of the City of Ketchum. "All its members" or "all Council Members" means the total number of Council Members holding office.

**County:** The County of Blaine.

**Law:** Denotes applicable federal law, the constitution and statutes of the State of Idaho, the ordinances of the City, and, when appropriate, any and all rules and regulations which may be promulgated thereunder.

**May:** Is permissive.

**Month:** A calendar month.

**Must and shall:** Are each mandatory.

**Oath:** Includes an affirmation or declaration in all cases in which, by law, an affirmation may be substituted for an oath, and in such cases, the words "swear" and "sworn" shall be equivalent to the words "affirm" and "affirmed".

**Owner:** Applied to a building or land, means and includes any part owner, joint owner, tenant in common, joint tenant, tenant by the entirety, of the whole or a part of such building or land.

**Person:** Means and includes a natural person, joint venture, joint stock company, partnership, association, club, company, corporation, business, trust, organization, or the manager, lessee, agent, servant, officer or employee of any of them.

**Personal property:** Means and includes money, goods, chattels, things in action and evidences of debt.

**Preceding and following:** Next before and next after, respectively.

**Property:** Means and includes real and personal property.

**Real property:** Means and includes lands, tenements and hereditaments.

**Sidewalk:** That portion of a street or private property developed with a hard surface walkway for the use of pedestrians.

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State: The State of Idaho.

Street: A public or private right-of-way, which provides vehicular or pedestrian access to more than four dwelling units. "Street" also includes the terms "highway", "boulevard", "parkway", "thoroughfare", "road", "avenue", "lane", "place" and all such terms except "driveway".

Tenant and occupant: Applied to a building or land, mean and include any person who occupies the whole or a part of such building or land, whether alone or with others.

Written: Means and includes printed, typewritten, mimeographed, multigraphed, or otherwise reproduced in permanent visible form.

Year: A calendar year.

(Ord. 778 § 1, 1999)

#### **1.04.020 Interpretation of language.**

All words and phrases shall be construed according to the common and approved usage of the language, but technical words and phrases and such others as may have acquired a peculiar and appropriate meaning in the law shall be construed and understood according to such peculiar and appropriate meaning.

(Ord. 778 § 2, 1999)

#### **1.04.030 Grammatical interpretation.**

The following grammatical rules shall apply in the ordinances of the City unless it is apparent from the context that a different construction is intended:

- A. *Gender.* Each gender includes the masculine, feminine and neuter genders.
- B. *Singular and plural.* The singular number includes the plural, and the plural includes the singular.
- C. *Tenses.* Words used in the present tense include the past and the future tenses and vice versa, unless manifestly inapplicable.

(Ord. 778 § 3, 1999)

#### **1.04.040 Acts by agents.**

When an act is required by an ordinance, the same being such that it may be done as well by an agent as by the principal, such requirement shall be construed to include all such acts performed by an authorized agent.

(Ord. 778 § 4, 1999)

#### **1.04.050 Prohibited acts include causing and permitting.**

Whenever in the ordinances of the City any act or omission is made unlawful, it shall include causing, allowing, permitting, aiding, abetting, suffering or concealing the fact of such act or omission.

(Ord. 778 § 5, 1999)

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### **1.04.060 Computation of time.**

Except when otherwise provided, the time within which an act is required to be done shall be computed by excluding the first day and including the last day, unless the last day is Saturday, Sunday or a legal holiday, in which case, the period runs until the end of the next day which is neither Saturday, Sunday nor legal holiday.

(Ord. 778 § 6, 1999)

### **1.04.070 Construction.**

The provisions of the ordinances of the City, and all proceedings under them, are to be construed with a view to effect their objects and to promote justice.

(Ord. 778 § 7, 1999)

### **1.04.080 Repeal shall not revive any ordinances.**

The repeal of an ordinance shall not repeal the repealing clause of an ordinance or revive any ordinance.

(Ord. 778 § 8, 1999)

### **1.04.090 Saving and severability clause.**

It is declared to be the legislative intent that the provisions and parts of this code shall be severable. If any paragraph, part, section, subsection, sentence, clause or phrase of this code is for any reason held to be invalid for any reason by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this code.

(Ord. 778 § 9, 1999)

## **CHAPTER 1.08 CORPORATE SEAL**

### **1.08.010 Description of corporate seal.**

The corporate seal of the City of Ketchum, Idaho, shall be circular in form approximately two inches in diameter, more or less, with an inner and outer circle, the inner circle to be approximately one-fourth-inch less in diameter than the outer circle. The seal shall bear in the space between the inner and outer circles substantially the following: "City of Ketchum, Blaine County, Idaho", and upon the space within the inner circle the word "Seal".

(Ord. 22 § 1, 1956; Ord. 781 § 1, 1999)

### **1.08.020 Adoption.**

The corporate seal, the impression of which is described in section 1.08.010 of this chapter, is adopted and declared to be the official seal of the City of Ketchum, Blaine County, Idaho.

(Ord. 22 § 2, 1956; 2000 Code)

## **CHAPTER 1.20 OFFICIAL NEWSPAPER**

### **1.20.010 Designated.**

- A. This chapter is adopted to designate the official newspaper for the City of Ketchum, Idaho, as required by Idaho Code section 50-213.
- B. The "Idaho Mountain Express", as a newspaper which meets the requirements of Idaho Code section 60-106 et seq., shall be and the same is designated as the official newspaper for the City of Ketchum, Idaho.

(Ord. 475 §§ 1, 2, 1988)

## **CHAPTER 1.32 RIGHT OF ENTRY**

### **1.32.010 Entry to any building or premises.**

Whenever any officer or employee of the City is authorized to enter any building or premises for the purpose of making an inspection to enforce any ordinance, the officer or employee may enter such building or premise at all reasonable times to inspect the same pursuant to section 1.32.020 of this chapter, except in emergency situations, or when consent of the person having charge or control of such building or premises has been otherwise obtained.

(Ord. 780 § 1, 1999)

### **1.32.020 Presentation of proper credentials.**

If the building or premises to be inspected is occupied, the authorized officer or employee shall first present proper credentials and demand entry. If such building or premises is unoccupied, the officer or employee shall first make a reasonable effort to locate the owner or other person having charge or control of the building or premises and demand entry. If consent to such entry is not given, the authorized officer or employee shall have recourse to every remedy provided by law to secure entry.

(Ord. 780 § 2, 1999)

### **1.32.030 Controlling over other ordinances.**

This chapter shall be controlling over any other ordinance or part of an ordinance on the same subject, whether heretofore or hereafter adopted, unless such ordinance or part of an ordinance provides differently by an express reference to this chapter. Notwithstanding any other ordinance of the City, it shall not be a violation of this chapter to refuse or fail to consent to an entry for inspection.

(Ord. 780 § 3, 1999)

## **CHAPTER 1.36 GENERAL PENALTY**

### **1.36.010 General penalty.**

Any person violating any of the provisions or failing to comply with any of the mandatory requirements of the ordinances of the City shall be guilty of an infraction unless the violation is made a misdemeanor by ordinance.

(Ord. 779 § 1, 1999)

### **1.36.020 Penalties, Fines and Fees.**

Unless otherwise specified in this code, all penalties, fines, and administrative fees shall be established by resolution of the City Council. The current schedule of such fees and penalties is contained in the City's adopted fee resolution, as amended from time to time.

## TITLE 2 ADMINISTRATION AND PERSONNEL

### CHAPTER 2.01 MAYOR AND CITY COUNCIL

#### **2.01.010 Mayor.**

The Mayor, as the City's Chief Executive Officer, shall:

1. Provide leadership in implementing the City's mission, ensuring the faithful execution of laws, ordinances, and policies, and advancing community values and quality of life.
2. Recommend policies, programs, and legislation to the City Council, and exercise any statutory or charter authority, including the power to approve or veto ordinances as provided by law.
3. Represent the City in intergovernmental, community, and public affairs, and serve as the primary spokesperson for City government.
4. And as other specific duties as outlined in State law.

#### **2.01.020 City Council.**

The City Council, consisting of 4 members in non-designated seat, as the legislative body of the City, shall:

1. Establish policies, adopt ordinances and resolutions, approve the annual budget, and provide for the prudent use of City resources to advance the community's values and quality of life.
2. Represent the interests of residents by setting strategic goals, reviewing and evaluating City programs and services, and ensuring accountability in municipal operations.
3. Act collectively to direct the City's affairs, working with the Mayor and staff to implement policies and programs in compliance with applicable laws.
4. And as other specific duties as outlined in State law.

#### **2.01.030 City Council Meetings.**

1. *Parliamentary Procedures:* City Council meetings shall be conducted in accordance with Robert's Rules of Order, Newly Revised, as a guide for orderly procedure, except where superseded by state law, City code, or adopted Council rules, following the basic principles:
  - a. Agenda Items – Each meeting shall have the following components:
    - 1) Consent calendar
    - 2) Public hearings
    - 3) New business
    - 4) Executive session

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- b. **Orderly Conduct** – Only one person speaks at a time; remarks are addressed to the presiding officer.
- c. **Motions** – A proposal for Council action; requires a second before debate.
- d. **Debate** – Members may discuss the motion, with the presiding officer ensuring fair opportunity for all to speak.
- e. **Voting** – Actions are decided by majority vote unless otherwise required by law.
- f. **Records** – All actions taken are recorded in the official minutes.

2. **Quorum:** Pursuant to Idaho Code § 50-705, a quorum shall consist of a majority of the duly elected members of the Council; the minimum number of City Council members who must be present to conduct official business. No ordinance, resolution, or motion shall be passed without the concurrence of at least a majority of the full Council. No action may be taken without a quorum present, except to adjourn or recess a meeting.3. *Regular Meetings:* The regular meetings of the City Council of the City of Ketchum, Idaho, shall be held on the first and third Mondays of each month at the hour of 4:00 p.m. in Ketchum City Hall,. Council shall adopt an resolution annually designating meeting dates and times, which will be posted on the city website

(Ord. 739 § 1, 1999; Ord. 870 § 1, 2001)

4. *Special Meetings:* Special meetings of the City Council may be called at any time by the Mayor alone or by a majority of members of the Council. The call for all special meetings shall state the object and purposes of such meetings, and no other business shall be transacted at such meetings.

## **2.01.070 Reconsideration and Appeals.**

- 1. Reconsideration
  - a. Any applicant or affected person seeking judicial review of the City Council's final decision must first file a written request for reconsideration with the City Council within fourteen (14) days of the decision, specifying the deficiencies in the decision for which reconsideration is sought.
  - b. The Council may reconsider only on one or more of the following grounds:
    - 1) Clerical error,
    - 2) Fraud or mistake,
    - 3) New evidence or changed circumstances,
    - 4) Procedural error,
    - 5) A tie vote in the initial decision, or
    - 6) Violation of substantive law.

- c. At its next regular meeting, the Council shall consider whether to grant reconsideration. If granted, a hearing limited to the specified deficiencies shall be scheduled and conducted in accordance with public notice requirements.
- d. Within sixty (60) days following receipt of the request, the Council shall issue a written decision to affirm, reverse, or modify, in whole or in part, the original decision. If the Council does not act within that time, the reconsideration request is deemed denied.

2. Appeal
  - a. If the Council issues a final decision – either initially or following reconsideration – an affected person may seek judicial review in the district court, as provided by Chapter 52, Title 67, Idaho Code, within twenty-eight (28) days after all local remedies have been exhausted.
  - b. Upon receipt of a judicial review petition, the City shall prepare and provide the administrative record in accordance with Idaho law.

## **2.01.080 Compensation.**

In accordance with Idaho Code title 50, compensation for the Mayor and City Council members shall be fixed by ordinance at least seventy-five (75) days prior to any general City election. Annual salaries are effective January 1 of the following year.

Commencing January 1, 2008, the compensation of the Mayor and of the members of the City Council shall be as follows:

1. The Mayor shall receive a monthly salary in the sum of \$3,000.00. Furthermore, beginning January 1, 2009, and continuing each January thereafter, the Mayor shall receive a cost of living adjustment (COLA) to such salary in the same amount afforded to City of Ketchum employees. The Mayor shall also receive health benefits, dental benefits, vision benefits, long term disability benefits and healthcare reimbursement account benefits in the same amount afforded to City of Ketchum employees. The Mayor shall also receive Idaho PERSI retirement benefits in the same amount afforded to City of Ketchum employees as prescribed by Idaho Code section 59-1322. If such benefits are declined by the Mayor, a monthly payment shall be made compensating the Mayor for benefits in an amount not to exceed the value of the benefits; and
2. Each member of the Council shall receive a monthly salary in the sum of \$1,666.67. Furthermore, beginning January 1, 2009, and continuing each January thereafter, each member of the Council shall receive a cost of living adjustment (COLA) to such salary in the same amount afforded to City of Ketchum employees. Each member of the Council shall also receive health benefits, dental benefits, vision benefits, long term disability benefits and healthcare reimbursement account benefits in the same amount afforded to City of Ketchum employees. Each member of the Council shall also receive Idaho PERSI retirement benefits in the same amount afforded to City of Ketchum employees as prescribed by Idaho Code section 59-1322. If such benefits are declined by a member of the Council, a monthly payment shall be made compensating such member of the Council for benefits in an amount not to exceed the value of the benefits.
3. No other compensation shall be afforded to the Mayor or Council Members.

(Ord. 1023 § 1, 2007)

## CHAPTER 2.02 APPOINTED OFFICERS

### 2.02.010 Appointment of Officers.

The Mayor, with the consent of the Council, shall appoint the City Administrator, City Clerk, City Treasurer and City Attorney. Appointed officers may be removed from office either by the mayor and two council members, or only by three members of council.

### 2.02.020 Officer Duties.

1. City Administrator
  - a. Oversee day-to-day city operations consistent with Council policies and the Mayor's direction,
  - b. Supervise department heads and support effective interdepartmental coordination,
  - c. Assist in preparing the annual budget and advise on financial and operational matters,
  - d. Provide administrative support to the City Council, including attendance at meetings and preparation of reports,
  - e. Act as point of contact for residents, businesses, other governmental agencies, and the community, and
  - f. Perform additional duties as assigned by the Mayor or City Council.
2. City Clerk
  - a. Keep the official records of the City, including ordinances, resolutions, minutes, and contracts,
  - b. Maintain the City seal and attest official documents,
  - c. Administer oaths of office when required by law,
  - d. Act as custodian of public records and manage requests under Idaho Law,
  - e. Issue licenses and permits as authorized by ordinance, and
  - f. Perform such other duties as may be required by law, ordinance, or direction of the Mayor and Council.
3. City Treasurer
  - a. Collect, receive and safely keep all city funds,
  - b. Deposit city funds in approved depositories,
  - c. Keep accurate records of all receipts and disbursements,
  - d. Disburse funds only upon proper authorization and warrant,
  - e. Provide regular financial reports to the Mayor and Council,
  - f. Assist with budget preparation and monitoring of city finances, and
  - g. Perform other duties as prescribed by law or directed by the Mayor and Council.
4. City Attorney
  - a. Act as legal advisor to the Mayor, Council, and city departments,

- b. Draft ordinances, resolutions, contracts, and other legal documents,
- c. Represent the City in civil proceedings and prosecute ordinance violations as directed,
- d. Provide legal opinions and guidance to the Mayor, Council, and staff,
- e. Attend Council meetings when requested by the Mayor or Council, and
- f. Perform such other duties as may be required by law, ordinance, or direction of the Mayor and Council.

## CHAPTER 2.03 DEPARTMENTS

### **2.03.010 Establishment of Departments.**

The City Council may, by ordinance or resolution, create, consolidate, or dissolve departments as necessary for the efficient administration of City affairs. The administrative service of the City shall be organized into the following departments:

- 1. Administration
- 2. Community Engagement
- 3. City Clerk
- 4. Finance
- 5. Housing
- 6. Planning & Building
- 7. Police
- 8. Public Works
  - a. Facilities Division
  - b. Streets Division
  - c. Wastewater Division
  - d. Water Division
- 9. Recreation

### **2.03.020 Department Heads.**

Each department shall be directed by a department head who shall be appointed by the City Administrator in consultation with the mayor, except appointed officers requiring City Council confirmation. Department heads shall be responsible for the administration and operation of their departments, including:

- 1. Implementing City policies and ordinances within their areas of responsibility,
- 2. Managing staff, budgets, and resources assigned to the department,
- 3. Advising the Mayor and Council on departmental matters,
- 4. Coordinating with other departments, boards, and commissions to further the City's goals, and

5. Performing other duties as may be assigned by the Mayor or City Administrator.

## CHAPTER 2.04 CODE OF ETHICS

### **2.04.010 Purpose.**

The purpose of this chapter is to promote public confidence in the integrity of city government by establishing clear ethical standards for city officials, employees, and contractors. These standards are intended to supplement, not replace, the requirements of Idaho Code Title 74, Chapter 4, "Ethics in Government."

### **2.04.020 Applicability.**

This chapter applies to all elected and appointed city officials, members of boards and commissions, city employees, and contractors acting on behalf of the City of Ketchum.

### **2.04.030 Conflicts of Interest.**

1. Prohibited Conduct. No city official, employee, or contractor shall engage in any action, decision, or vote that may result in a direct or indirect financial benefit to themselves, their household members, or any business with which they are associated, when such benefit conflicts with the proper discharge of their official duties.
2. Disclosure Required. Any person covered by this chapter who has a potential conflict of interest shall disclose the nature of the conflict prior to participating in any discussion, decision, or action on the matter.
3. Recusal. Upon disclosure, the official or employee shall abstain from participation in the decision-making process when the conflict exists, unless otherwise permitted by Idaho Code.
4. Use of Position. No person shall use their position or city resources for personal gain, private advantage, or to benefit another in a manner inconsistent with public duties.

### **2.04.040 Gifts and Favors.**

No city official, employee, or contractor shall solicit or accept any gift, favor, service, or item of value that could reasonably be perceived to influence, or appear to influence, the impartial performance of official duties. Acceptance of items of nominal value, such as promotional items, light refreshments, or awards of recognition customarily given in the ordinary course of civic or professional relationships, is permitted. Any gift or benefit received in connection with city service shall not exceed fifty dollars (\$50.00).

## **TITLE 3 ADMINISTRATION OF LOCAL OPTION TAX**

### **CHAPTER 3.12 NONPROPERTY TAXES**

#### **3.12.010 Findings.**

The City Council of the City finds that the City has a population not in excess of 10,000 according to the most recent census and is a City that derives the major portion of its economic well being from people catering to recreational needs and meeting needs of people traveling to the destination City for an extended period of time; that the City has a significant economic dependence upon visitors and travelers passing through or staying in the community and the City; and that the visitors and travelers require services of the City which place an undue burden upon the taxpayers of the City.

(Ord. 712 § 1, 1997)

#### **3.12.020 Definitions.**

For the purposes of this chapter, the following terms, phrases, words and their derivations shall have the meanings given in this section:

**Hotel-motel:** Means and includes any business including hotels, motels, condominiums, tourist homes, and any other business which in the regular course of business rents or leases for occupancy temporary lodging to individuals with or without meals, except where residence is maintained continuously under terms of a lease or similar agreement for a period in excess of 30 days.

**In the City of Ketchum:** Within the municipal boundaries of the City of Ketchum, Blaine County, Idaho.

**Liquor by the drink:** Means and includes:

- A. **Alcohol:** The product of distillation of any fermented liquor, rectified either once or more often, whatever may be the origin, or synthetic ethyl alcohol.
- B. **Spirits:** Any beverage which contains alcohol obtained by distillation mixed with drinkable water and other substances in solution, including, among other things, brandy, rum, gin, and whiskey.
- C. **Wine:** Any alcohol beverage obtained by the fermentation of the natural sugar content of fruits (grapes, apples, etc.) or other agricultural products containing sugar (honey, milk, etc.).
- D. **Beer:** Any alcohol beverage obtained from the fermentation of sugar, barley, hops, malt, yeast and similar ingredients.
- E. **Other:** Any liquid or solid, patented or not, containing alcohol, spirits, or wine and susceptible of being consumed by a human being, for beverage purposes.

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**Person:** Means and includes any individual, firm, copartnership, joint venture, association, social club, fraternal organization, corporation, estate, trust, business trust, receiver, trustee, syndicate, cooperative, assignee, or any other group or combination acting as a unit.

**Purchase:** Means and includes any transfer, rental, exchange or barter, conditional or otherwise, in any manner or by any means whatsoever, of tangible personal property for a consideration. A transaction whereby the possession of property is transferred but the seller retains the title as security for the payment of the price is a purchase. A transfer for a consideration of any publication or of tangible personal property which has been produced, fabricated or printed to the special order of the customer is also a purchase.

**Retail sale or sale at retail:** A sale of tangible personal property for any purpose other than resale of that property in the regular course of business, or lease or rental of that property in the regular course of business, where such rental or lease is taxable under Idaho Code section 63-3612(h).

- A. All persons engaged in constructing, altering, repairing or improving real estate, which includes construction of prefabricated buildings as defined in Idaho Code section 63-3606A, are consumers of the material used by them; all sales to or use by such persons of tangible personal property are taxable whether or not such persons intend resale of the improved property.
- B. The delivery in this state of tangible personal property by an owner or former owner or by a factor, or agent of such owner, former owner or factor, if the delivery is to a consumer or person for redelivery to a consumer, pursuant to a retail sale made by a retailer not engaged in business in this state, is a retail sale in this state by the person making the delivery. He or she shall include the retail selling price of the property in his or her total sales subject to tax under this chapter.
- C. For the purposes of this chapter as enacted, the sale or purchase of a prefabricated building is deemed a sale or purchase of real property and not a sale or purchase of tangible personal property.

**Retailer:** Means and includes:

- A. Every seller who makes any retail sale or sales of tangible personal property and every person engaged in the business of making retail sales at auction of tangible personal property owned by the person or others.
- B. Every person engaged in the business of making sales for storage, use, or other consumption or in the business of making sales at auction of tangible personal property owned by the person or others for storage, use, or other consumption.
- C. Every person making more than two retail sales of tangible personal property during any 12-month period, including sales made in the capacity of assignee for the benefit of creditors, or receiver or trustee in bankruptcy, or every person making fewer sales who holds himself or herself out as engaging in the business of selling such tangible personal property at retail.
- D. When the City Clerk/Treasurer determines that it is necessary for the efficient administration of this chapter to regard any salespeople, representatives, peddlers or canvassers as agents of the dealers, distributors, supervisors or employers under whom they operate or from whom they obtain the tangible personal property sold by them, irrespective of whether they are making sales on their own behalf or on behalf of such dealers, distributors, supervisors or employers, the City Clerk/Treasurer may so regard them and may regard the dealers, distributors, supervisors or employers as retailers for the purpose of this chapter.
- E. Persons conducting both contracting and retailing activities. Such persons must keep separate accounts for the retail portion of their business and pay tax in the usual fashion on this portion.

**Room occupancy charge:** Means and includes the total amount charged for the rental use or temporary occupancy of a room or living unit, valued in money, whether paid in money or otherwise, without any deduction.

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Sale:

- A. Means and includes any transfer of title, exchange or barter, conditional or otherwise, in any manner or by any means whatsoever, of tangible personal property for a consideration and shall include any transfer of possession through incorporation or any other artifice found by the state tax commission to be in lieu of, or equivalent to, a transfer of title, an exchange or barter.
- B. Sale also includes:
  - 1. Producing, fabricating, processing, printing or imprinting of tangible personal property for a consideration for consumers who furnish either directly or indirectly the materials used in the producing, fabricating, processing, printing or imprinting;
  - 2. Furnishing, preparing or serving for a consideration food, meals or drinks;
  - 3. A transaction where the possession of property is transferred but the seller retains the title as security for the payment of the price;
  - 4. A transfer for a consideration of the title or possession of tangible personal property which has been produced, fabricated or printed to the special order of the customer, or of any publication;
  - 5. Admission charges;
  - 6. Receipts from the use of or the privilege of using tangible personal property or other facilities for recreational purposes;
  - 7. Providing hotel, motel, condominium, tourist home or trailer court accommodations and services, except where residence is maintained continuously under the terms of a lease or similar agreement for a period in excess of 30 days.

Sale of liquor by the drink: Means and includes the sale at retail of liquor by the drink for consumption on the premises, and includes any transfer of money, title, exchange, barter or credit, conditional or otherwise, in any manner or by any means whatsoever as consideration.

Sales price:

- A. Means and includes the total amount for which tangible personal property, including services agreed to be rendered as a part of the sale, is sold, rented or leased, valued in money, whether paid in money or otherwise, without any deduction on account of any of the following:
  - 1. The cost of the property sold. However, in accordance with such rules and regulations as the state tax commission may prescribe, a deduction may be taken if the retailer has purchased property for some purpose other than resale or rental, has reimbursed his or her vendor for tax which the vendor is required to pay to the state or has paid the use tax with respect to the property, and has resold or rented the property prior to making any use of the property other than retention, demonstration or display while holding it for sale in the regular course of business. If such a deduction is taken by the retailer, no refund or credit will be allowed to his or her vendor with respect to the sale of the property.
  - 2. The cost of materials used, labor or service cost, losses, or any other expense.
  - 3. The cost of transportation of the property prior to its sale.
- B. The term "sales price" does not include any of the following:
  - 1. Discounts allowed and taken on sales, but only to the extent that such discounts represent price adjustments as opposed to cash discounts offered only as an inducement for prompt payment.
  - 2. Any sums allowed on merchandise accepted in part payment of other merchandise.

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3. The amount charged for property returned by customers when the amount charged therefor is refunded either in cash or credit; but this exclusion shall not apply in any instance when the customer, in order to obtain the refund, is required to purchase other property at a price greater than the amount charged for the property that is returned.
4. The amount charged for labor or services rendered in installing or applying the property sold; provided, that the amount is stated separately, and such separate statement is not used as a means of avoiding imposition of this tax upon the actual sales price of the tangible personal property.
5. The amount of any tax (not including, however, any manufacturers' or importers' excise tax) imposed by the United States upon or with respect to retail sales whether imposed upon the retailer or the consumer.
6. The amount charged for finance charges, carrying charges, service charges, time-price differential, or interest on deferred payment sales, provided such charges are not used as a means of avoiding imposition of this tax upon the actual sales price of the tangible personal property.
7. Charges for transportation of tangible personal property after sale.

Sales tax act: The Idaho Sales Tax Act, Idaho Code section 63-3601 et seq., including subsequent amendments, which is adopted by reference.

Seller: Every person making sales at retail or retail sales to a buyer or consumer, whether as agent, broker or principal.

Tangible personal property: Personal property which may be seen, weighed, measured, felt or touched, or which is in any other manner perceptible to the senses.

Taxpayer: Any person subject to or liable for any taxes imposed by this chapter.

(Ord. 712 § 2, 1997)

### **3.12.030 Imposition and rate of certain nonproperty sales taxes.**

The City imposes and shall collect certain nonproperty taxes, as follows:

- A. A municipal sales tax is imposed upon each sale at retail within the City of Ketchum, Idaho, at the rate of two percent of the sales price of all property subject to taxation under Idaho Code section 63-3601 et seq., Idaho Sales Tax Act, including subsequent amendments, except on the sale of "groceries" (defined in this section) and motor vehicles which are titled by the Idaho Department of Motor Vehicles. For the purpose of this chapter, "groceries" means any edible food or foodstuffs intended for human consumption, except:
  - (1) Alcoholic beverages;
  - (2) Tobacco; and
  - (3) Any food product which is prepared and sold for consumption at any "eating place" as defined in Idaho Code section 39-1702; or
  - (4) Any sandwiches and foods prepared and sold by retailer for immediate human consumption; or
  - (5) Any food product sold through a vending machine if the sales price is more than \$0.15;
- B. An additional one percent hotel-motel room occupancy sales tax on receipts from all short term rental (30 days or less) charges for hotel rooms, motel rooms, condominium units, tourist homes and the like;

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- C. An additional one percent liquor by the drink sales tax on all sales at retail of liquor by the drink including liquor, beer, wine and all other alcoholic beverages, for consumption on the premises;
- D. When the sales price involves a fraction of a dollar, such nonproperty taxes shall be collected on that fractional portion of the price by adding the tax based upon a bracket system. The bracket system for the collection of the two percent nonproperty tax shall be as set forth in exhibit A<sup>1</sup>, attached to the ordinance codified herein and made a part of this section by reference. The bracket system for the collection of the three percent nonproperty tax shall be as set forth in exhibit B<sup>2</sup>, attached to the ordinance codified herein and made a part of this section. The retailer shall calculate the tax upon the entire amount of purchases of the consumer made at a particular time subject to this chapter, and not separately upon each item purchased. The retailer may retain any amount collected under such bracket system which is in excess of the amount of tax for which he or she is liable to the City during the period as compensation for the work of collecting such tax;

(Ord. 1108, 2013)

### **3.12.040 Duration of taxes.**

The nonproperty sales taxes authorized and collected under this chapter are hereby imposed for a duration of 15 years from the effective date hereof, which provides for the collection of local option taxes through December 31, 2027.

The duration for the imposition and collection to raise the current rates an additional one percent for five years from the effective date of January 1, 2019.

(Ord. 1108, 2013; Ord. 1166, 2017)

### **3.12.050 Purposes for which the revenues derived from nonproperty taxes shall be used.**

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

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

(Ord. 1108, 2013)

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<sup>1</sup>Editor's note(s)—Exhibits may be inspected at the Ketchum City Clerk's/Treasurer's Office.

<sup>2</sup>Editor's note(s)—Exhibits may be inspected at the Ketchum City Clerk's/Treasurer's Office.

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### **3.12.060 Creation of a property tax relief fund.**

There is created in the Office of the City Clerk/Treasurer a fund to be designated as the municipal property tax relief fund. All monies collected under this chapter, and not otherwise budgeted by the City Council, shall be placed by the City Clerk/Treasurer into the municipal property tax relief fund. All monies collected and placed into the fund shall be used to replace City property taxes in the ensuing fiscal year.

(Ord. 1108, 2013)

### **3.12.070 Authorization for City Clerk/Treasurer to administer, regulate and collect nonproperty taxes.**

The City Clerk/Treasurer of the City is authorized and empowered to administer, regulate and collect payment of all nonproperty taxes adopted and imposed by this chapter. The Clerk/Treasurer shall have all of the powers set forth in this chapter, together with those additional powers necessary and proper to carry out the provisions of this chapter.

(Ord. 712 § 7, 1997)

### **3.12.080 Permits required and issuance of permits.**

- A. Every person desiring to engage in or conduct business of retail sales, and/or renting a hotel-motel room, and/or selling liquor by the drink within the City shall file with the City Clerk/Treasurer an application for a municipal nonproperty sales tax permit for each place of business. A separate permit is required for each place of business within the City. Every application for a permit shall be made upon a form prescribed by the City Clerk/Treasurer and shall set forth the name under which the applicant transacts or intends to transact business, the location of the business or places of businesses, and such other information as the City may require. The application shall be signed by the owner, if he or she is a natural person; or in the case of an association or partnership, by a member or partner; in the case of a corporation, by an executive officer or other person authorized by the corporation to sign the application.
- B. Upon filing an application meeting the requirements set out in subsection A of this section, the City Clerk/Treasurer shall issue to each applicant a permit for each place of business. A permit shall not be assignable, and shall be valid only for the person in whose name it is issued and for the transaction of business at the place designated. It shall at all times be conspicuously displayed at the location for which it was issued. Issuance of a permit may be subject to additional requirements as set forth in this chapter.
- C. On the face of the permit shall be fixed a municipal nonproperty tax number which shall be used by the applicant as an identifying number on all filing, payment and correspondence with regard to the nonproperty tax imposed under this chapter.

(Ord. 712 § 8, 1997)

### **3.12.090 Method for payment of taxes.**

- A. The taxes imposed by this chapter shall be computed and paid for each calendar month. Such taxes are due and payable to the City Clerk/Treasurer on or before the twentieth day of the succeeding month. The amount of tax paid shall be computed on all sales subject to taxation under this chapter. Each person required to hold a municipal nonproperty sales tax permit and number shall file a municipal nonproperty sales tax return and a copy of his or her Idaho State Sales Tax return for the month at the same time taxes

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are paid to the City Clerk/Treasurer, unless such person has been permitted in writing by the Idaho State Tax Commission to file quarterly sales or use tax returns. Persons who have been permitted to file other than monthly returns shall notify the City Clerk/Treasurer in writing, and the City Clerk/Treasurer may require reporting of state tax returns over some other period.

- B. The first payment of taxes under this chapter shall be due and payable together on February 20, 1998, for that period beginning January 1, 1998, and ending January 31, 1998. Thereafter, all payments shall be made monthly.
- C. A municipal nonproperty sales tax return shall be filed each and every month by every person engaging in sales subject to taxation under this chapter regardless of whether or not any tax is due. Returns shall be signed by the person required to file the return or by a duly authorized agent.
- D. A valid sales tax exemption certificate issued by the Idaho State Tax Commission upon filing a copy with the City Clerk/Treasurer shall have the same effect to exempt the sale from the taxes imposed under this chapter as in the Idaho Sales Tax Act.

(Ord. 712 § 9, 1997)

### **3.12.100 Audits; deficiency determinations.**

- A. The City Clerk/Treasurer may order an audit of any taxpayer under this chapter for the purpose of ascertaining the correctness or completeness of any return or payment.
- B. If any error or omission is discovered in such audits or in any other way, the City Clerk/Treasurer may compute and determine the amount of tax due upon the basis of facts obtained from such information within the Clerk's/Treasurer's possession and assert a deficiency. One or more deficiency determinations may be made for the amount due for one or for more than one period. In making such a determination, the City Clerk/Treasurer may offset overpayments against amounts due. Further, such determinations shall be made for the period or periods in respect to which the person fails to make a return and shall be based upon any information which is in the City Clerk's/Treasurer's possession.
- C. The City Clerk/Treasurer shall give written notice of said clerk's/Treasurer's determination and the amount of deficiency, including interest, at the rate of 12 percent per annum from the date due, to the person from whom such deficiency amount is due. Such notice may be given personally or mailed to the person at the address furnished to the City Clerk/Treasurer in the nonproperty tax permit application.

(Ord. 712 § 10, 1997)

### **3.12.110 Redetermination of deficiency.**

- A. Any person against whom a deficiency determination is made under this chapter, or any person directly interested, may petition in writing for a redetermination within 30 days after service upon the person of notice of deficiency. If the petition for redetermination is not filed within the 30-day period, the determination becomes final at the expiration of the period.
- B. If a petition for redetermination is filed within the 30-day period, the City Clerk/Treasurer shall reconsider the determination and, if the person so requests in the petition, grant the person an oral hearing and give such person ten days' notice of the time and place of the hearing personally or by mail addressed to the person at the address furnished to the City Clerk/Treasurer in such person's application for a nonproperty tax permit.

(Ord. 712 § 11, 1997)

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### **3.12.120 Appeals; interest on deficiency.**

- A. When a redetermination is made, the City Clerk/Treasurer shall give notice to the taxpayer against whom the redetermination is made. Within 30 days of the date upon which such notice of redetermination is mailed or served, the taxpayer may file an appeal with the City Council or may file a complaint with the district court for review of the City Clerk's/Treasurer's redetermination. There shall be no right of review to the City Council nor to the district court on the determination of taxes due made by the City Clerk/Treasurer unless a redetermination has been timely filed. No assessment of a deficiency in respect to the tax imposed by this chapter or proceeding to collect for its collection shall be made, begun or prosecuted until such notice has been mailed to the taxpayer and expiration of such 30-day period after notice of redetermination, nor if a protest is filed until a decision on the protest becomes final. If the taxpayer does not protest to the City Council or file an action in district court within the time prescribed in this section, the deficiency shall be assessed and shall become due and payable upon notice and demand from the City Clerk/Treasurer.
- B. Interest upon any deficiency shall be assessed at the same time as the deficiency and shall become due and payable upon notice and demand from the City Clerk/Treasurer and shall be collected as part of the tax at the rate of 12 percent per annum from the date prescribed for payment of the tax.

(Ord. 712 § 12, 1997)

### **3.12.130 Collections and enforcement.**

As soon as practical after monthly municipal nonproperty sales tax return and payment is filed, the City Clerk/Treasurer shall examine the same and determine the correct amount of the tax. For the purpose of ascertaining the correctness of any payment determining the amount of tax due where none has been made, determining liability of any person for any tax payable under this chapter, or the liability at law or in equity of any person in respect to any tax provided by this chapter or collecting any such liability, the City Clerk/Treasurer, or duly authorized deputy, is authorized: a) to examine the books, papers, records, or other data which may be relevant or material to the inquiry; b) to summon the person liable for the tax or any officer, agent or employee of such person, or any person having possession, custody or care of books of accounting containing entries relating to the business of the person liable for the tax, to appear before the City Clerk/Treasurer, or deputy, at a time and place named in the Clerk's/Treasurer's summons to produce such books, papers, records or other data and/or give such testimony under oath as may be relevant or material to such inquiry.

(Ord. 712 § 13, 1997)

### **3.12.140 Refunds; limitations and interest.**

- A. If the City Clerk/Treasurer determines that any amount due under this chapter has been paid more than once or has been erroneously or illegally collected or computed, the City Clerk/Treasurer shall set forth that fact in the Clerk's/Treasurer's records, and the excess amount paid or collected may be credited on any amount due or payable to the City Clerk/Treasurer for nonproperty taxes from that person, and any balance refunded to the person by whom it was paid or to his or her successors, administrators or executors.
- B. No such credit or refund shall be allowed or made after one year from the time the payment was made unless, before the expiration of such period, a claim is filed by the taxpayer.
- C. Interest shall be allowed on the amount of such credits or refunds at the rate of 12 percent per annum from the date which such tax was paid.
- D. Appeal from the City Clerk's/Treasurer decision denying in part or in whole a claim for refund shall be made in accordance with the laws of the state with regard to claims against municipalities.

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(Ord. 712 § 14, 1997)

### **3.12.150 Responsibility for payment of taxes.**

Every person with a duty to account for or pay over any tax imposed by this chapter on behalf of a corporation, as an officer employee of the corporation, or on behalf of a partnership, as a member employee of the partnership, shall be personally liable for payment of such tax, plus penalties and interest.

(Ord. 712 § 15, 1997)

### **3.12.160 Period of limitation upon assessment and collection.**

- A. The amount of taxes imposed under this chapter shall be assessed within three years of the time the return upon which the tax asserted to be due was or should have been filed, whichever is later; provided, however, if a deficiency determination or assessment has been made within the prescribed time, such tax may be collected within a period of six years after assessment. The running of limitations provided by this section shall be suspended for the period during which the City Clerk/Treasurer is prohibited from making the assessment or from collecting or proceeding in court due to a petition for redetermination or an appeal therefrom, and for 30 days thereafter.
- B. In the case of taxes due during the lifetime of a decedent, the tax shall be assessed, and any proceeding in court without assessment for the collection of such tax shall be begun, within six months after written request therefor (filed after the return is made) by the executor, administrator, or other fiduciary representing the estate of such decedent unless the assessment is stayed by a petition for redetermination or any appeal therefrom.
- C. In the case of a false or fraudulent return with intent to evade tax, or of a failure to file a return, the tax may be assessed, or a proceeding in court for collection of such tax may be begun without assessment, at any time within three years after the date of the discovery of the facts constituting the fraud.

(Ord. 712 § 16, 1997)

### **3.12.170 Successors' liability.**

- A. If a vendor liable for any amount of tax under this chapter sells out his or her business or stocks and goods, the vendee shall make an inquiry to the City Clerk/Treasurer and withhold from the purchase price any amount of tax that may be due under this chapter until such time as the vendor produces receipt stating that no amount is due.
- B. If the purchaser of business or stock of goods fails to withhold from the purchase price as above required, he or she is personally liable for the payment of the amount required to be withheld by him or her.

(Ord. 712 § 17, 1997)

### **3.12.180 General administration by City Clerk/Treasurer.**

- A. The City Clerk/Treasurer shall enforce the provisions of this chapter and may prescribe, adopt and enforce rules and regulations relating to its administration and enforcement. The City Clerk/Treasurer may employ qualified auditors for examination of taxpayers' books and records, and shall also employ such accountants, investigators, assistants, clerks, and other personnel as are necessary for the efficient administration of this

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chapter and may delegate authority to its representatives to conduct hearings or perform other duties imposed by this chapter.

- B. Taxpayers in the City shall keep such records, receipts, invoices, and other pertinent papers as the City Clerk/Treasurer may require. Each such taxpayer who files tax payments required under this chapter shall keep all such records for not less than four years after making such payments unless the City Clerk/Treasurer in writing authorizes their destruction.
- C. The City Clerk/Treasurer, or any person authorized in writing by the Clerk/Treasurer, may examine the books, papers, records and equipment of any taxpayer or any person liable for any tax, and may investigate the character of the business of the person in order to verify the accuracy of any return made, or if no return is made by the person, to ascertain and determine the amount required to be paid. Any taxpayer whose pertinent records are kept outside of the City must bring the records to the City for examination by the City Clerk/Treasurer upon request of the latter or, by agreement with the City Clerk/Treasurer, permit an auditor designated by the City Clerk/Treasurer to visit the place where the records are kept, and there audit such records.

(Ord. 712 § 18, 1997)

### **3.12.190 Penalties.**

- A. Any person who violates any provision of this chapter shall be guilty of a misdemeanor, punishable by up to one year in the county jail, and/or a \$300.00 fine, or both. Furthermore, each month in which a person fails to report, or intentionally fails to accurately compute, or intentionally fails to accurately disclose the total amount of sales or rentals or the amount of tax to be paid, as imposed under this chapter, shall be considered a separate offense.
- B. Any person who violates any provision of this chapter shall have his or her municipal nonproperty sales tax permit and tax number revoked. The City Clerk/Treasurer shall send written notice of revocation of such permit and tax number to the permit holder by mailing the same by certified mail to the address given on the permit application. The permit holder shall have ten days from the date such notice is mailed to file a written request of appeal with the City Council, challenging such revocation. If no appeal is timely made, such revocation becomes final. Whenever a person subject to this chapter has had such permit and tax number revoked, the City Clerk/Treasurer shall not reissue such permit nor issue a new permit to such person until such person places with the City Clerk/Treasurer a bond or other sufficient security in the amount equal to three times the actual, determined or estimated average monthly amount of tax payable by such person pursuant to this chapter.
- C. The City Clerk/Treasurer, whenever it is deemed necessary to ensure compliance with this chapter, may require any person subject to this chapter to place with it such security as it may determine. The amount of such security shall not be greater than three times the estimated average monthly amount payable by such person pursuant to this chapter. The amount of the security may be increased or decreased by the City Clerk/Treasurer at any time, subject to the limitations set forth above.
- D. Any person who violates any provision of this chapter shall have all municipal nonproperty sales tax permits, municipal beer license(s) and wine license(s), and retail liquor by the drink license(s) revoked.
- E. Any amount of tax due under this chapter for which a person fails to report or accurately compute shall become a lien upon the property of such taxpayer on the date that the same becomes due, and the City may seek to enforce such lien and collect all taxes and interest due, together with the reasonable costs of collection, including attorney fees, in a court of competent jurisdiction.

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F. For the purposes of proper administration of this chapter, and to prevent evasion of such nonproperty sales taxes, the burden of proving that a sale or rental is not a sale under this chapter is upon the person who makes the sale or rental in question.

(Ord. 712 § 19, 1997)

### **3.12.200 Penalty charges.**

- A. Any person who is required to collect and pay over any tax imposed by this chapter and fails or refuses to pay over to the City the same when due, in accordance with section 3.12.090 of this chapter, shall be liable and pay a penalty charge as provided in the City's adopted fee resolution, as amended from time to time. The City Clerk/Treasurer shall assess and collect such fee at the time any delinquent tax payment is tendered. The permit holder shall have ten days from the date payment is made to file a written appeal with the City Council challenging such penalty determination. If no appeal is timely made as provided in this chapter, such penalty determination shall be final.
- B. Any person who is required to collect, truthfully account for, and pay over any tax imposed by this chapter and who willfully fails to collect such a tax or truthfully account for or pay over such a tax, or willfully attempts in any manner to evade or defeat such a tax or payment shall, in addition to other penalties provided by law, be liable to a penalty equal to the amount of the tax evaded, or not collected, or not accounted for or paid over. The City Clerk/Treasurer shall determine and assess such penalties, and the same shall become due and payable upon notice and demand from the City Clerk/Treasurer. The City Clerk/Treasurer shall send written notice of such penalty charge to the permit holder by mailing the same by certified mail to the address given on the permit application. The permit holder shall have ten days from the date such notice is mailed to file a written request of appeal with the City Council challenging such penalty charge determination. If no appeal is timely made as provided in this chapter, such penalty charge determination shall be final.

(Ord. 712 § 20, 1997)

### **3.12.210 Exemptions.**

All transactions by the state, otherwise subject to imposition of such taxes, are exempt from the provisions of this chapter.

(Ord. 712 § 21, 1997)

### **3.12.220 Confidentiality of information.**

- A. No City Clerk/Treasurer of the City of Ketchum, Blaine County, Idaho, nor any duly authorized deputy City Clerk/Treasurer, agent or employee shall divulge or make known to any persons, in any manner, any information whatsoever submitted or obtained, directly or indirectly, pursuant to this chapter, or to permit any nonproperty tax return or information supplied with regard to such return, or any copy, or any paper or book so obtained, to be seen or examined by any person except as provided by law; provided, that in any action or proceeding brought for the collection, remission, cancellation or refund of the whole or any part of a tax imposed under this chapter, or for enforcing the penalties prescribed for making false or fraudulent returns, any and all information contained in or provided with such returns may be made accessible to the elected and appointed officials, officers and representatives of the City charged with enforcing or defending the same. All such returns, information, statements and correspondence relating to such returns may be produced into evidence in any action, civil or criminal, directly pertaining to such returns or the tax imposed on the basis of such returns.

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- B. The Ketchum City Council, under such rules and provisions as it may prescribe, may permit, notwithstanding the provisions of this chapter as to secrecy, the commissioner of internal revenue of the United States or his or her delegate or the proper officer of any state imposing a tax to inspect the nonproperty tax returns or information provided or obtained in connection with such returns, or may furnish to such officer, or his or her authorized agent, copies or an abstract.
- C. Nothing in this chapter shall prohibit a taxpayer, or authorized representative upon proper identification, from inspecting and copying his or her own nonproperty tax returns and information supplied with such returns.

(Ord. 712 § 22, 1997)

## **TITLE 4 COMMISSIONS AND BOARDS**

### **CHAPTER 4.08 HISTORIC PRESERVATION COMMISSION**

#### **4.08.010 Purpose.**

The purpose of this chapter is to define the composition, duties, and responsibilities of the City of Ketchum Historic Preservation Commission.

(Ord. 511 § 1, 1989; Ord. No. 1231, § 1, 1-3-2022)

#### **4.08.030 Created; appointments.**

- A. There is created an HPC which shall consist of five members comprised of a maximum of three and a minimum of one member of the Planning and Zoning Commission and a maximum of four and a minimum of two members of the community who shall be appointed by the Mayor with the advice and consent of the Council.
- B. All members of the HPC shall have a demonstrated interest, competence or knowledge in history or historic preservation. The Council shall endeavor to appoint community members with professional training or experience in the disciplines of architecture, history, architectural history, urban planning, archaeology, engineering, law, or other historic preservation related disciplines.
- C. Initial appointments to the HPC shall be made as follows: two two-year terms, and three three-year terms. All subsequent appointments shall be made for three-year terms. HPC members may be reappointed to serve additional terms. Vacancies shall be filled in the same manner as original appointments, and the appointee shall serve for the remainder of the unexpired term.
- D. The members of the HPC may be reimbursed by the City for expenses incurred in connection with their duties and for meetings, subject to a resolution adopted by the City Council.

(Ord. 511 § 3, 1989; Ord. 512 § 1, 1989; Ord. 978 § 1, 2006; Ord. No. 1231, § 1, 1-3-2022)

#### **4.08.040 Organization, officers, rules, meetings.**

- A. The HPC shall have the power to make whatever rules are necessary for the execution of its duties as set forth in this chapter. Rules of procedure and bylaws adopted by HPC shall be available for public inspection.
- B. The HPC shall elect officers from among the HPC members. The chairperson shall preside at meetings of the HPC. The vice chairperson shall, in the absence of the chairperson, perform the duties of the chairperson.
- C. All meetings of the HPC shall be open to the public and follow the requirements of Idaho's open meeting laws. The HPC shall keep minutes and other appropriate written records of its resolutions, proceedings and actions.

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D. The HPC may recommend to the Council, within the limits of its funding, the employment of or the contracting with other parties for the services of technical experts or other persons as it deems necessary to carry on the functions of the HPC.

(Ord. 511 § 4, 1989; Ord. No. 1231, § 1, 1-3-2022)

#### **4.08.050 Powers, duties and responsibilities.**

The HPC shall be advisory to the Council and shall be authorized to:

- A. Conduct a survey of local historic properties;
- B. Recommend the acquisition of fee and lesser interests in historic properties, including adjacent or associated lands, by purchase, bequests or donation;
- C. Recommend methods and procedures necessary to preserve, restore, maintain and operate historic properties under the ownership or control of the City;
- D. Recommend the lease, sale, other transfer or disposition of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property;
- E. Contract, with the approval of the Council, with the state or federal government, or any agency of either, or with any other organization;
- F. Cooperate with the federal, state and local governments in the pursuance of the objectives of historic preservation;
- G. Make recommendations in the planning processes undertaken by the county, the City, the state or the federal government and the agencies of these entities;
- H. Recommend ordinances and otherwise provide information for the purposes of historic preservation in the City;
- I. Promote and conduct an educational and interpretive program on historic preservation and historic properties in the City;
- J. HPC members, employees or agents of the HPC may enter private property, buildings or structures in the performance of their official duties only with the express consent of the owner or occupant;
- K. Review nominations of properties to the National Register of Historic Places for properties within the City's jurisdiction;
- L. Establish and maintain the Historic Building/Site list;
- M. Review and make decisions on Demolition and Alteration applications.

(Ord. 511 § 5, 1989; Ord. No. 1231, § 1, 1-3-2022)

(Ord. 511 § 6, 1989; Ord. No. 1231, § 1, 1-3-2022)

### **CHAPTER 4.12 PLANNING AND ZONING COMMISSION**

#### **4.12.010 Purpose.**

The purpose of this chapter is to establish the Planning and Zoning Commission of the City of Ketchum in accordance with Idaho Code Title 67, Chapter 65, and to define its composition, duties, and responsibilities. The

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Commission is created to promote the orderly development of the City; to implement the goals and policies of the Comprehensive Plan; to review and make recommendations on land use, zoning, and subdivision matters; and to advise the Mayor and City Council on issues affecting the growth, development, and general welfare of the community.

#### **4.12.020 Creation of the Commission.**

A Planning and Zoning Commission for the City of Ketchum, Idaho, is created pursuant to Idaho Code section 67-6504. The appointment of members, filling vacancies, residency, length of service and removal for cause shall conform to requirements contained in Idaho Code section 67-6504 as may be amended from time to time.

(Ord. 1130, 2015)

#### **4.12.030 Establish number of members.**

The number of members to be appointed to the Commission shall be five.

(Ord. 1130, 2015)

#### **4.12.040 Establish term of office.**

The term of a commissioner shall be three years, pursuant to Idaho Code section 67-6504(a) that provides for not less than three years and not more than six years.

(Ord. 1130, 2015)

### **CHAPTER 4.16 ARTS COMMISSION**

#### **4.16.010 Purpose.**

It is the purpose of this chapter and the policy of the City to recognize the value of art in public places, in order to beautify public areas, to enhance the quality of life for Ketchum citizens, to attract tourism, to enhance art education and celebration of cultural heritage, and to provide incentives to businesses to locate within the City, thus expanding Ketchum's economic base.

(Ord. 1168, 2017)

#### **4.16.030 General requirements.**

- A. Public art may be an integral part of a structure, attached to a structure or detached from a structure within or outside of it. Public art may also be located on any publicly owned property or on publicly accessible private property upon formal written agreement with the private entity.
- B. Any public art chosen shall be located in a public place with public accessibility and impact, and further shall comply with any addition to any guidelines established by Council upon recommendation of the Ketchum Arts Commission.

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- C. Nothing contained herein shall preclude funding City public art by matching monies, donations, or other means.

(Ord. 1168, 2017)

#### **4.16.040 Administrative responsibilities.**

- A. The City designates the Ketchum Arts Commission to be responsible for the location and selection of all public art in the City. The Ketchum Arts Commission will make recommendations and seek input and advice from relevant City departments prior to public art installation. The Ketchum Arts Commission will also advise relevant City departments regarding the maintenance, repair, and other conservation of public art.
- B. Public art selected shall be consistent with the City's comprehensive plan, zoning and subdivision ordinances, and land uses contemplated therein.
- C. The Ketchum Arts Commission will work with the City regarding the public art selected for installation in coordination with projects contained in the capital improvement program and selection of artists for public art projects.
- D. The Ketchum Arts Commission shall make reports from time to time as requested by the Mayor and/or the Council.

(Ord. 1168, 2017)

#### **4.16.050 Source of funds.**

Funds to support the Arts Commission may include, but are not limited to, general funds, percent for arts funds, Ketchum Urban Renewal Agency funds, grants, donations, and funding from other organizations and agencies.

(Ord. 1168, 2017)

#### **4.16.060 Establishment, composition and terms.**

The Commission will consist of no more than nine members who shall receive no salary. The Mayor and Commission Chair will work together to discuss new members for appointment. Members shall be appointed by the Mayor and confirmed by the City Council, and any member may, in a like manner, be removed.

- A. The Commission shall adopt bylaws for the management and operation of meetings.
- B. In addition to the nine members, the executive director of the Ketchum Community Development Corporation (KCDC) will serve as a nonvoting member of the Commission.
- C. The term of office for each of the members shall be three years. Two consecutive three-year terms shall be the maximum allowable for a member and shall constitute a full term. Upon completion of a full term, reappointment will be allowable after a one year waiting period.

(Ord. 1168, 2017)

#### **4.16.070 Duties and responsibilities.**

The duties and responsibilities of the Arts Commission shall be as follows:

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- A. Stimulate awareness and appreciation of the importance of the arts in the broadest possible manner including, but not limited to, the review and incorporation of public art with existing and new construction (both public and private), support of visual, performing and literary arts (individuals, organizations, businesses), and both a general promotion of the arts and arts education.
- B. Encourage the preservation and growth of the City's art resources, foster the development of a receptive climate for the arts, and promote opportunities for Ketchum residents to participate in artistic activities.
- C. Provide information, encouragement, and general assistance to Ketchum's cultural organizations and artists.
- D. Promote the development of Ketchum artists, institutions and community organizations sponsoring arts activities.
- E. Assess the needs of the arts and of the people of Ketchum and make such information available to the Mayor and City Council and all interested agencies and persons.
- F. Review and provide recommendations and advice to the Mayor and City Council on all proposed arts related projects, events, grants, general disbursement of funds or provision of services to artists, nonprofit or for profit arts institutions or organizations.
- G. Encourage and provide direction to coordinate, partner or benefit from the arts activities or opportunities provided by other governmental agencies.
- H. Seek and encourage financial support, including grants, loans and guarantees for Ketchum Arts Commission projects subject to approval by the City Council and Mayor.

(Ord. 1168, 2017)

## CHAPTER 4.30 URBAN RENEWAL AGENCY

### **4.30.010 Purpose.**

The purpose of this chapter is to establish the Ketchum Urban Renewal Agency (KURA), an independent agency formed by the City of Ketchum in 2006, to focus on downtown revitalization, community housing, and public and private investments. The KURA operates under its own budget, bylaws, and Board of Commissioners, implementing projects identified in the Ketchum Urban Renewal Plan adopted by the Ketchum Urban Renewal Agency.

### **4.30.020 Definitions.**

For the purposes of this chapter, the following definitions shall apply:

**Urban Renewal Agency:** The Ketchum Urban Renewal Agency, established to undertake urban renewal projects within the City of Ketchum.

**Urban Renewal Plan:** The plan developed and adopted by the City Council outlining the projects and initiatives to be undertaken by the KURA.

**Revenue Allocation Area:** The designated area within the City where urban renewal projects are implemented and where tax increment financing is utilized.

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#### **4.30.030 Establishment and Composition.**

The Ketchum Urban Renewal Agency is established as an independent agency of the City of Ketchum. The Agency shall be governed by a Board of Commissioners consisting of seven members: two members of the Ketchum City Council and five additional members from the community. The members shall be appointed by the Mayor and confirmed by the Ketchum Urban Renewal Agency.

#### **4.30.040 Powers and Duties.**

The KURA shall have the authority to:

1. Implement the projects identified in the Ketchum Urban Renewal Plan.
2. Utilize tax increment financing to fund urban renewal projects.
3. Acquire, improve, and dispose of property within the Revenue Allocation Area.
4. Enter into contracts and agreements necessary to carry out urban renewal projects.
5. Issue bonds or other obligations to finance urban renewal activities.
6. Perform all other activities authorized under Idaho Code Title 50, Chapter 20.

#### **4.30.050 Administrative Responsibilities.**

The City designates the Ketchum Urban Renewal Agency as responsible for the administration and implementation of urban renewal projects within the City. The KURA shall coordinate with relevant City departments and officials to ensure alignment with the City's comprehensive plan and zoning ordinances.

#### **4.30.060 Funding Sources.**

The KURA may utilize various funding sources to support its activities, including but not limited to:

1. Tax increment financing derived from the Revenue Allocation Area.
2. Grants and loans from federal, state, or local agencies.
3. Private investments and partnerships.
4. Donations and other contributions.

#### **4.30.070 Reporting and Oversight.**

The KURA shall provide annual reports to the City Council detailing its activities, financial status, and progress on urban renewal projects. The City Council shall have oversight authority to ensure that the KURA's activities align with the City's goals and objectives.



# City Code Updates: Titles 1-4

January 29, 2026



# Project Purpose

- The city is completing the reorganization of the land-use sections (12, 15-17) of city code
- This project seeks to update the remaining non-land-use titles to reflect current operational realities and best practices
- Staff is proposing to update the code in packages; Titles 1-4 have been reviewed by staff with proposed edits
- Staff is seeking policy direction from the council regarding recommended edits before proceeding with scheduling First Reading



# Titles 1-4

- Title 1 – General Provisions
  - Deletion of unnecessary (ordinances are state regulated) or duplicative chapters
  - Consent Calendar → moved to Title 2
  - Penalties → throughout all sections, removed specifics and referred to the annual fee hearing schedule
- Title 2 – Administration and Personnel
  - Additions:
    - Mayor and Council key duties
    - Meeting(s) elements and Reconsiderations/Appeals
    - Appointed Officers
    - Departments
  - Policy question → Code of Ethics added, keep it?



# Titles 1-4

- Title 3 – Revenue and Finance → Finance
  - Deletion of Local Improvement Fund
  - Deletion of Sale of Unclaimed Property
  - Wastewater bond – while an ordinance, the practice in Idaho is not to codify
- Title 4 – Commissions and Boards
  - Deletion of Community Housing Commission
  - Additions
    - P&Z purpose
    - KURA chapter
    - Policy question → Should KSAC transition to formal Board/Commission?
  - Traffic Authority is in Title 10



# Council Discussion/Questions