



**CITY OF KETCHUM, IDAHO SPECIAL CITY COUNCIL MEETING**  
Friday, April 17, 2020, 11:00 AM  
480 East Avenue, North, Ketchum, Idaho

In recognition of the Coronavirus (COVID-19), members of the public may observe the meeting live on the City's website at [ketchumidaho.org/meetings](http://ketchumidaho.org/meetings). If you would like to comment on an agenda item, please submit your comment to [participate@ketchumidaho.org](mailto:participate@ketchumidaho.org) by noon the day of the meeting. Comments will be provided to the City Council.

### Agenda

- CALL TO ORDER: By Mayor Neil Bradshaw
- ROLL CALL
- COMMUNICATIONS FROM MAYOR AND COUNCILORS
  - [1.](#) Proclamation for the week of the Volunteer
  - [2.](#) Proclamation for National Crime Victim's Rights Week
- CONSENT AGENDA: Note: **(ALL ACTION ITEMS)** The Council is asked to approve the following listed items by a single vote, except for any items that a Councilmember asks to be removed from the Consent Agenda and considered separately
  - [3.](#) Approval of Minutes: Regular Meeting April 6, 2020
  - [4.](#) Approval of Minutes: Special Meeting April 11, 2020
  5. Authorization and approval of the payroll register
  - [6.](#) Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$423,437.93 as presented by the Treasurer
  - [7.](#) Monthly Financial State of the City - Director of Finance & Internal Services Grant Gager
  - [8.](#) Recommendation to approve Purchase Order #20463 for chip seal oil purchase and distributor service - Street Superintendent Brian Christiansen
  - [9.](#) Recommendation to approve Purchase Order #20462 for paint stripping - Street Superintendent Brian Christiansen
  - [10.](#) Recommendation to approve PO #20465 with GMW Equipment for a Roller - Street Superintendent Brian Christiansen
  - [11.](#) Recommendation to approve Sun Valley Economic Development Quarterly Report - Executive Director Harry Griffith
- NEW BUSINESS (no public comment required)
  - [12.](#) ACTION: Discussion and Direction on Ketchum Health Order 20-02
- ADJOURNMENT

Due to the On-going COVID-19 Pandemic, Ketchum City Council meetings will be conducted remotely. Members of the public who would like to observe the meeting may access the meeting at [ketchumidaho.org/meetings](http://ketchumidaho.org/meetings). At this time, the City is not scheduling any agenda items that require public comment. If you want to provide input to the City Council about an agenda item, comments can be submitted at [participate@ketchumidaho.org](mailto:participate@ketchumidaho.org) by noon the day of the meeting.

If you need special accommodations, please contact the City of Ketchum in advance of the meeting.

This agenda is subject to revisions and additions. Revised portions of the agenda are underlined in bold.

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Thank you for your participation.

We look forward to hearing from you

# National Volunteer Week Proclamation

**Whereas,** the City of Ketchum is proud of the volunteers who not only serve the community with pride and commitment, but help to make sure that Ketchum is a great place to live, work and raise a family; and

**Whereas,** Ketchum volunteers are one of our community's greatest assets, continuing to inspire, equip and mobilize people to take action; and

**Whereas,** Ketchum has numerous community organizations that thrive due to volunteer leadership and participation; and

**Whereas,** During this COVID-19 pandemic, businesses and residents of Ketchum have volunteered above and beyond the call of duty to support our hospital, first responders, the elderly, students and others in need of assistance; and

**Whereas,** the dedication of the people of this community will persevere as Ketchum recovers from the effects of COVID-19; and

**Whereas,** the City of Ketchum honors and celebrates the services of its people who are vital to our future as a caring and productive city.

**NOW, THEREFORE,** I, Neil Bradshaw, Mayor of the City of Ketchum, do hereby proclaim the week of April 19-25, 2020 as National Volunteer Week. All citizens are urged to volunteer in one of Ketchum's many local organizations.

## **National Crime Victims' Rights Week Proclamation**

**Whereas,** the victims' rights movement has resulted in the passage of laws at the local, state and federal levels that established essential rights for victims; and

**Whereas,** crime victims' rights acts passed here in Idaho and at the federal level have provided victims with ways to participate meaningfully throughout the criminal justice process; and

**Whereas,** the rights of crime victims are best protected when all participants in the criminal justice process are appropriately educated about victims' rights; and

**Whereas,** we are determined to help victims find support, recovery, justice and a sense of hope for their future; and

**Whereas,** National Crime Victims' Rights Week provides an opportunity to commit to ensure that accessible, appropriate, and trauma-informed services are offered to all victims of crime; and

**Whereas,** The City of Ketchum is hereby dedicated to strengthening victims and survivors, building resilience in our communities and our victim service providers, and bringing hope and healing to all victims and survivors.

**Now, therefore,** I, Neil Bradshaw, Mayor of the City of Ketchum, do hereby proclaim the week of April 19–25, 2020, as National Crime Victim's Rights Week.



**CITY OF KETCHUM, IDAHO REGULAR CITY COUNCIL MEETING**

**Monday, April 06, 2020, 4:00 PM**

**480 East Avenue, North, Ketchum, Idaho**

In recognition of the Coronavirus (COVID-19), members of the public may observe the meeting live on the City's website at [ketchumidaho.org/meetings](http://ketchumidaho.org/meetings). If you would like to comment on an agenda item, please submit your comment to [participate@ketchumidaho.org](mailto:participate@ketchumidaho.org) by noon the day of the meeting. Comments will be provided to the City Council.

**Minutes**

- CALL TO ORDER: By Mayor Neil Bradshaw  
Mayor Neil Bradshaw called the meeting to order at 4:00 pm

- ROLL CALL

**Present by Video Teleconference**

Mayor Neil Bradshaw – Present in room

Council President Amanda Breen

Councilor Michael David

Councilor Courtney Hamilton

Councilor Jim Slanetz

**Also Present**

City Administrator Suzanne Frick – present in room

Director of Finance & Internal Services Grant Gager – present in room

City Attorney Matt Johnson – Present by Video Teleconference

Director of Planning & Building - Present by Video Teleconference

- COMMUNICATIONS FROM MAYOR AND COUNCILORS

Mayor Neil Bradshaw gave an update on COVID19 stating that Idaho have a state isolation order until April 15, and the County has an additional order until April 13th. Changes and additions will be forthcoming, and the State will give an announcement by end of week. We are looking at construction standards to be put in place if the moratorium on construction is lifted. We need to keep job sites safe and keep the spread of the virus in our community. There are moving parts going on, but we are in communication with the county and the state. City staff is working remotely and staggering employees time in the office. Emergency Services is continuing. Public information communication is moving forward. All sources have been put on our website and social media posts. All notices are also in Spanish. The Medical update is more than 400 cases in Blaine County. He talked about our comparison to the nation and about us doing our part to slow it down. He gave an update on St Luke's capacity and noted that Fire Chief Bill McLaughlin and head of EMS, Terry O'Connor have stated that new technology is emerging, and we are trying to be part of that. Face Masks are important to be worn in public. You must still adhere to the social distancing guidelines. Mental Health is important, so get your exercise and be kind to yourself as well as others. The city is focused on basic municipal services. He stressed the importance of checking on your neighbor.

Mayor Neil Bradshaw asked council for comments.

Councilor Courtney Hamilton talked about the National Press and about the Brotherhood. She does not believe their visit here had anything to do with the spread. She hopes they will return. She talked about federal funding and the care act and wondered how our funds will get distributed throughout our community. Mayor Neil Bradshaw talked about \$600 M available for distribution for cities around Idaho.

Councilor Jim Slanetz talked about the antibody test going forward. We are the perfect candidate to have people tested throughout the county. Mayor Neil Bradshaw agrees. He praised Fire Chief McLaughlin and Terry O'Connor for their efforts with this. He is hoping for more of an update by end of week as we have more logistics.

Councilor Michael David agrees with Councilor Courtney Hamilton regarding the Brotherhood. There is nobody to blame in this. He talked about the financial situation of people and the economy and people's inability to pay their rent. He also talked about forthcoming budget issues and about how we were going to handle these situations going forward.

Councilor Amanda Breen provided an update on the Ketchum Post Office. There have been some measures put in place and some signs. She does not think that is enough and suggests they do more. She talked about John McDonald not being cooperative. Amanda Breen went on to talk about the payroll protection act. She advised that when you apply, they will not allow the use of PO boxes for the applicant's address. This is going to affect the small business owners in Ketchum since we do not have home delivery. She believes this system cannot continue as it is. Mayor Neil Bradshaw agrees and will continue to look at what can be done.

1. Proclamation for the Week of the Young Child

Mayor Neil Bradshaw read the proclamation for the Week of the Young Child.

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

Mayor Neil Bradshaw voiced his support of reappointing Tim Carter to the P & Z Commission

Councilor Courtney Hamilton pulled consent item 8.

2. Approval of Minutes: Regular Meeting March 16, 2020
3. Approval of Minutes: Special Meeting March 23, 2020
4. Approval of Minutes: Special Meeting March 27, 2020
5. Authorization and approval of the payroll register
6. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$716,965.17 as presented by the Treasurer
7. Recommendation to approve Resolution #20-010 to reappoint Tim Carter to the P & Z Commission - Director of Planning & Building John Gaeddert

**Motion to approve consent items 2-7**

***Motion made by Councilor Hamilton, Seconded by Councilor Slanetz.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

8. Recommendation to approve Purchase Order 20461 with Ferguson Water Works for Water Meter Vaults for Phase II Ketchum Spring Water

Councilor Courtney Hamilton questioned the cost versus the quote. Director of Finance & Internal Services Grant Gager explained that the additional amount encompasses the not to exceed amount.

**Motion to approve purchase order #20461 with Ferguson Water Works of Meridian Idaho in with a not to exceed amount of \$37,000 for the purchase of water meters and water meter vaults for the Phase III Ketchum Spring Water System conversion work.**

***Motion made by Councilor Hamilton, Seconded by Councilor David.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

- NEW BUSINESS (no public comment required)
- 9. ACTION ITEM: Recommendation to find noticing error and order remand of certain applications for the PEG Ketchum Hotel LLC at 260 & 280 River Street and 251 S. Main St. – City Attorney Matthew Johnson

Mayor Bradshaw introduced Items 9, 10 & 11. He explained the public process that the council and the community have gone thru. He explained that there has been a challenge to the noticing procedure. It was determined that the notices did not include all the parcels. The process will need to start from the beginning and will go back to Planning and Zoning and Council.

Councilor Jim Slanetz questioned the process. City Attorney Matt Johnson explained we are going back to the beginning. The record will continue to exist, but we will now give those who were not noticed an opportunity to speak. We will remand and repeat the process. This is a procedural error and the opposing counsel have been notified. Councilor Amanda Breen advised this is an unfortunate mistake. She requested the process be explained for the hearings going forward. Matt Johnson explained the re-do at the hearing will state that everything that has been heard is still the same, but it will give those who did not have the opportunity to speak an opportunity to do so. This is continuing the public hearing and continuing to move forward. Due to COVID 19 the public hearings will be delayed until after May of 2020. There is a lot of public concern how to take public comment in these times. The PEG situation is effectively on hold until we feel comfortable holding public meetings in a safe way so the public can be heard.

Mayor Neil Bradshaw advised that we need to go thru 3 actions and asked council for questions or a motion.

**Based upon a finding of a noticing error, I move to vacate the PEG Ketchum Hotel decisions and findings as designated in the April 6, 2020 Staff Report, remand such for additional process as necessary, and authorize the Mayor to sign the accompanying Orders of such**

***Motion made by Council President Breen, Seconded by Councilor Slanetz.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

10. ACTION ITEM: Recommendation to find moot the Request for Reconsideration, filed by Gary Slette dated February 13, 2020, and dismiss such – City Attorney Matthew Johnson

City Attorney Matt Johnson explained Attorney Gary Slette's request for reconsideration. We are now asking the Council to find the reconsideration action moot and dismiss Gary Slette's request for reconsideration.

**Motion to find the February 13, 2020 request for reconsideration as submitted by Gary Slette to be moot and dismiss as such as there is no final action for reconsideration at this time.**

***Motion made by Councilor Slanetz, Seconded by Councilor David.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

- PUBLIC HEARING

11. ACTION ITEM: **(This hearing to be vacated and remanded under Agenda Item 9.)**

Recommendation to approve Permits Conditions Acceptance Development Agreement with PEG Ketchum Hotel LLC – City Attorney Matthew Johnson

**Based upon a finding of a noticing error, I move to vacate the public hearing on the PEG Ketchum Hotel Conditions Acceptance Development Agreement scheduled for April 6 and remand such to the Planning and Zoning Commission, and authorize the Mayor to sign the accompanying Order of such.**

***Motion made by Councilor Hamilton, Seconded by Council President Breen.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

12. ACTION ITEM: Continued from 3/16/2020 - Recommendation to continue Thunder Spring Sublot 7 Final Plat until May 18, 2020- Senior Planner Brittany Skelton

**Motion to continue Thunder Spring Sublot 7 Final Plat until May 18,2020.**

***Motion made by Councilor Hamilton, Seconded by Councilor Slanetz.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

13. ACTION ITEM: Continued from 3/16/2020 - Recommendation to continue West Ketchum Residences Townhouse Subdivision Preliminary Plat until May 18, 2020--Planning and Building Director John Gaeddert.

**Motion to continue West Ketchum Residences Townhouse Subdivision Preliminary Plat until May 18, 2020.**

***Motion made by Council President Breen, Seconded by Councilor Hamilton.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

Mayor Neil Bradshaw talked about amending the self-isolate order. We are looking at having a special council meeting on Friday or Saturday. We need to do something before Monday the 13th. Mayor Bradshaw will be in contact with the council later in the week.

- ADJOURNMENT

**Motion to adjourn**



***Motion made by Councilor Hamilton, Seconded by Council President Breen.  
Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

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Neil Bradshaw, Mayor

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Robin Crotty, City Clerk



**CITY OF KETCHUM, IDAHO SPECIAL CITY COUNCIL MEETING**  
**Saturday, April 11, 2020, 2:00 PM**  
**480 East Avenue, North, Ketchum, Idaho**

In recognition of the Coronavirus (COVID-19), members of the public may observe the meeting live on the City's website at [ketchumidaho.org/meetings](http://ketchumidaho.org/meetings). If you would like to comment on an agenda item, please submit your comment to [participate@ketchumidaho.org](mailto:participate@ketchumidaho.org) by noon the day of the meeting. Comments will be provided to the City Council.

**Minutes**

- CALL TO ORDER: By Mayor Neil Bradshaw  
Mayor Neil Bradshaw called this Special Meeting of Saturday, April 11, 2020, at 2:00 p.m. to order.

- ROLL CALL  
All PRESENT by Video Teleconference  
Mayor Neil Bradshaw  
Council President Amanda Breen  
Councilor Michael David  
Councilor Courtney Hamilton  
Councilor Jim Slanetz

ALSO PRESENT

City Administrator Suzanne Frick  
Director of Finance & Internal Services Grant Gager  
Fire Chief Bill McLaughlin  
City Attorney Matt Johnson by Video Teleconference

- COMMUNICATIONS FROM MAYOR AND COUNCILORS

Councilor Courtney Hamilton thanked the staff for their communication and the hours they have put in. Council President Amanda Breen echoed Courtney Hamilton's sentiments.

Mayor Neil Bradshaw's thoughts go out to all members of the community who are affected by the virus. He thanked Council for their attendance on a Saturday to address this important matter.

- NEW BUSINESS (no public comment required)

1. Recommendation to Approve City of Ketchum Health Order 20-02

Mayor Neil Bradshaw clarified that the county and city have put more restrictions in place than the state. He gave an update on how the community has responded to this, stressing that we must balance physical, mental and economic health. Mayor Bradshaw advised that we will be dealing with this for at least another year and there is no indicator to tell us how to move forward. He talked about construction being the first step in moving things back to normal and stated that the key is to be vigilant and to monitor the health of construction workers. If construction workers do not comply, we can shut down industry again. We must be able to change course on what needs to be done at any moment. The

other restrictions that were put in place with Health Order 20-01, are being recommended to stay in place. Mayor Neil Bradshaw stressed the importance of showing leadership to the county and other communities on how to move forward in a responsible manner. There is no right or wrong answer. He asked council for questions and comments.

Councilor Jim Slanetz suggested to go back to the State Order stating the curve has been flattened and our restrictions should be lightened now. There is availability of beds and respirators. If you are at a high-risk group, you will want to isolate. We are now more prepared if there is a spike. He does not think we're getting ahead by keeping people in isolation.

Councilor Courtney Hamilton disagrees with Councilor Jim Slanetz and would suggest keeping the restrictions in place. She talked to health care professionals and they advised that when we see 14 days of continued decline in numbers would be a time to make changes. She said the construction restrictions are impossible to follow. At this time we need to continue isolation. She talked about the difficulty in getting masks and does not want to take masks from the health care industry. She would rather be too strict to save lives. Courtney Hamilton also stated that if we were to open construction sites, we will be welcoming workers from other community's back into ours. She would like to continue to ban construction.

Council President Amanda Breen agrees with Councilor Courtney Hamilton. She does not see construction in Ketchum being an essential business. She does not believe the curve has been flattened. It is way too soon. Many construction workers are coming from other communities. Social distancing needs to be followed. Amanda Breen does not believe it will easy to shut things down again if the curve goes back up and suggests holding off to see what the data looks like in two weeks. She does not want to lift too early and does not want to change the existing order.

Councilor Michael David agrees with all councilors stating that none of us know what lies in the future and suggested extending this to the 20th like Hailey and Bellevue. That would give the industry 1 week to get protocol lined up and in place. Michael David sated that we are going to have to ease back into this at some point and this would also give us some consistency throughout the rest of the county. We will still need the ability to stop this if the numbers were to spike but does not think Monday is the day to open things back up.

Councilor Courtney Hamilton thinks that might create false hope. She talked about the curve and thinks we are a week out. She is uncomfortable saying we can move forward Monday and then take it away again, nor is she comfortable saying we are good to go on the 20th.

Mayor Neil Bradshaw talked about Michael David's suggestion, stating, giving people visibility is very important. He talked about all the people who have lost employment, people in abusive situations, hungry, etc. He doesn't know why some people can hike and some can't hammer nails. Michael David also suggested scheduling another meeting on Friday to touch base and see how things are. He understands false hope, however, he would like to give them something.

Council President Amanda Breen understands; however, public health does involve enforcement. She thinks because of the unprecedented times we need to have another meeting and make a better decision with more information.

Mayor Neil Bradshaw would like to show leadership rather than kick the can down the road for another week suggesting they follow Michael David's suggestion.

Fire Chief Bill McLaughlin talked about the current data stating that in early March there were more cases than we thought in the Valley. March 20th was when we hit our high. Right now, we are getting a better picture. We are dropping back. The people in the community did a fantastic job flattening the curve. Everybody did their part. We need to keep the curve flat, but it's going to be a long time before we have definitive data. The attempts to flatten the curve have worked well. We feel a lot better about what is going on out there right now.

Mayor Neil Bradshaw said at what point do we address the other challenges. Mayor Bradshaw would really like to set a date that we could revisit if we need to. We can't run scared. We need to create visibility and help the health and confidence of our community.

Council President Amanda Breen thanked Fire Chief Bill McLaughlin for the update. She still would like to act on the side of caution. She does not want to open the spigot too early and bring home the virus to families. She will protect public health. Terry O'Connor has advised to keep doing what we're doing. There has not been enough time yet.

Councilor Courtney Hamilton advised we need to take the medical advice that we are receiving. She's concerned about more loss of lives. She talked about construction needing to be restricted. We need to show leadership with sharing the information with the public. The economics are important, but she wants a healthy community as well. We need to continue what we're doing.

Councilor Michael David said the council is not that far apart on this. He would like to set the 20th without a guarantee and have another special meeting on Friday or Saturday to re-assess. If we just extend to the 19th then even if things are headed in the right direction, they will not be ready on the 20th to start.

Mayor Neil Bradshaw does value Terry O'Connor opinion, but we need to look at mental health and economic health as well. Physical health is one of 3 pillars. He suggested looking at the alternative plan that was sent to council about an hour ago.

Mayor Neil Bradshaw outlined the alternative plan in the packet explaining that the community would benefit from a plan. Let's give some visibility to the construction industry. Mayor Bradshaw asked if we are economically penalizing our county? He asked if there is a compromise among the council and reiterated Michael David's proposal and asked council if they are willing to compromise.

Councilor Courtney Hamilton asked how construction will get their equipment. City Administrator Suzanne explained that the devices are not medical grade equipment. They are construction grade. Bandanna or scarf. From our perspective there is not competition with what the construction company's need as opposed to the medical profession needs.

Councilor Courtney Hamilton thinks we need to see an enforcement plan. She is not willing to budge. Who is going to drive around to each job site? City Administrator Suzanne Frick said this will be enforced by the building department and community service officers. There will be a COVID supervisor on each job site and Building and CSO's will be interfacing with the COVID Supervisors. Courtney Hamilton has concerns with using that tactic. She would like to see a stop order issued for a first offense.

There are some people who would rather break these rules if they can keep working. The community needs to understand the severity. Mayor Neil Bradshaw said that education is more effective and the ability to write a ticket is very educational. If people are not complying, we will have the ability to shut down the job site if we don't see compliance.

Council President Amanda Breen said the language in the proposed Health Order must be more exact. Mayor Neil Bradshaw explained that there is one person responsible for the whole job site. He asked council how they would like the Health Order to read.

**Councilor Michael David made a motion to adopt this ordinance with the date to start back on the 20th with additional language saying 2 violations and then they will be red tagged until the restrictions are lifted**

***There was no second – Motion failed.***

Councilor Jim Slanetz said this is better than leaving the restrictions, but he does not think it is better for our community at large. Jim Slanetz would like to go back to the state restrictions.

Councilor Michael David advised that his suggestion is very similar to Hailey, Bellevue and the County. This will help construction companies set up for success. They will not be ready if we don't give them time to prepare.

Councilor Courtney Hamilton said that the standards in general cannot be enforced and are infeasible. Mayor Neil Bradshaw said the list of 18 restrictions are broadly used in other areas. He said education is really going to be the key. If we wait until the medical professionals say it's ok to reopen, he is worried we will wait too long for economic and mental health. We need to follow best practice.

Mayor Neil Bradshaw suggested we discuss all the options next Friday and revisit that plan. Councilor Courtney Hamilton would like to continue the way it is until we meet next Friday. She suggested the construction company's start getting ready without a suggested date.

**Councilor Courtney Hamilton motioned to continue order as it currently stands thru April 19<sup>th</sup>.**

***There was no second. Motion failed.***

**Motion to adopt public health order 20-02 with a date of April 20th to resume construction on residential and commercial and adding language that upon 2 infractions they get red tagged until restrictions are lifted by the state and county and to schedule a meeting on Friday to reassess the situation.**

***Motion made by Councilor David, Seconded by Councilor Hamilton***

***Voting Yea: Councilor David***

***Voting Nay: Councilor Slanetz, Council President Breen, Councilor Hamilton***

***Motion Failed***

Mayor Neil Bradshaw explained if we don't do something construction will resume on Monday.

**Motion to continue Public Health Ordinance 20-01 as it currently stands and to revisit the standards including the proposed restrictions on or before Friday April 17<sup>th</sup>.**

***Motion made by Councilor Hamilton, Seconded by Council President Breen***

***Voting Yea: Council President Breen, Councilor Hamilton***

***Voting Nay: Councilor David, Councilor Slanetz, Mayor Bradshaw***

***Motion Failed***

Council discussed setting a definitive date. Mayor Neil Bradshaw talked about taking leadership and signaling an intention and plan. Council President Amanda Breen said that since they are at an impasse, we need to be consistent with Hailey and Blaine County and meet again on Friday. Councilor Courtney Hamilton agrees, she is not comfortable with the restrictions and without a plan. She would like to continue and have another meeting next week to discuss the restrictions.

Mayor Neil Bradshaw asked Councilor Courtney Hamilton what she would like changed in the current document. Courtney Hamilton would like to know what each company does that is involved in construction. City Administrator Suzanne Frick said the guiding authority is the state of Idaho Health Order. She advised we are focusing on construction activity, electrical and landscaping. The other businesses are operating under the state order. Lumber Stores and Hardware stores are already open and considered essential services. Courtney Hamilton said that the biggest outlying factor is landscaping.

City Administrator Suzanne Frick explained #2 in the Public Health Order which requires the sanitizer stations. There have been modifications made to address the landscapers. Councilor Courtney Hamilton does not think these standards can be enforced stating, there are a lot of feasibility issues. It is not possible to go on a job site and be guaranteed of all restrictions. She does not think this is in the best interest of public health.

Councilor Jim Slanetz talked about people making a personal choice. He questioned how long were going to do this and talked about opening Construction and Landscaping up on Monday with restrictions.

**Motion to adopt the Ketchum Health order 20-02 with the date of April 20<sup>th</sup> as the start date and schedule a meeting for Friday the 17<sup>th</sup> to reassess and include the language, 2 violations will result in the building official issuing a stop work order on the project, suspending all work until all restrictions are lifted.**

***Motion made by Councilor David, Seconded by Councilor Slanetz***

***Voting Yea: Councilor David, Councilor Slanetz, Mayor Bradshaw***

***Voting Nay: Council President Breen, Councilor Hamilton***

***Motion Passed***

Mayor Neil Bradshaw said there is no right or wrong answer. There is no navigation. There is a plethora of information to take on board and he looks forward to continuing discussion on Friday. Plans can change and we will continually monitor the situation for our town. Health data is encouraging but distancing must continue. He appreciates all the leadership the Council is showing. Everyone is scared and this is new territory. He thanked the other cities and commissioners for all their work.

- ADJOURNMENT

**Motion to adjourn**

***Motion made by Councilor Hamilton, Seconded by Councilor Slanetz.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

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Neil Bradshaw, Mayor

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Robin Crotty, City Clerk

Report Criteria:

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

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>GENERAL FUND</b>			
<b>01-2175-8000 P/R DEDUC PBL--EMP CAF FSA-MD</b>			
NBS-NATIONAL BENEFIT SERVI	CP248726	FSA	1,080.74
NBS-NATIONAL BENEFIT SERVI	CP248726	FSAROLL	612.57
NBS-NATIONAL BENEFIT SERVI	CP248726	FSA	1,549.85
<b>01-2175-9000 P/R DEDUC PBL--EMP CAF FSA-DC</b>			
NBS-NATIONAL BENEFIT SERVI	CP248726	DCA	1,153.80
Total :			4,396.96
<b>LEGISLATIVE &amp; EXECUTIVE</b>			
<b>01-4110-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	744566	FSA/HRA March 2020	22.95
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA	1,026.16
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA Vision	120.80
Total LEGISLATIVE & EXECUTIVE:			1,169.91
<b>ADMINISTRATIVE SERVICES</b>			
<b>01-4150-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	744566	FSA/HRA March 2020	48.75
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA	469.48
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA Vision	654.60
<b>01-4150-3100 OFFICE SUPPLIES &amp; POSTAGE</b>			
GEM STATE PAPER & SUPPLY	1023588-01	Paper Supplies	65.85
US BANK	6235 032520	6235 - Business Cards - Luis & Blake	83.15
US BANK	6243 032520	6243 - Catalog Mailing Envelopes	41.98
<b>01-4150-4200 PROFESSIONAL SERVICES</b>			
CASELLE, INC.	101408	Caselle Support & Maintenance	2,204.00
BROWN, LINDA DIANE	2004	Delivery for April 2020	100.00
WESTERN RECORDS DESTRUCT	0482263	March Records Destruction	65.00
<b>01-4150-4400 ADVERTISING &amp; LEGAL PUBLICATIO</b>			
EXPRESS PUBLISHING, INC.	10002196 0331	10002196 033120	735.69
US BANK	6235 032520	6235 - Idaho Business Review Advertising	93.40
<b>01-4150-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
US BANK	6243 032520	6243 - 8 x 8	2,455.72
COX WIRELESS	047131901 032	047131901 032620	119.00
<b>01-4150-5110 COMPUTER NETWORK</b>			
KETCHUM COMPUTERS, INC.	16912	Computer Support - COVID	2,666.25
US BANK	6243 032520	6243 - Server Renewal and Increased Storage	1,754.72
<b>01-4150-5150 COMMUNICATIONS</b>			
EXPRESS PUBLISHING, INC.	10002196 0331	10002196 033120	1,189.12



Vendor Name	Invoice Number	Description	Net Invoice Amount
US BANK	6235 032520	6235 - Facebook Communications	2.42
US BANK	6235 032520	6235 - Zoom Meeting Upgrades	14.99
US BANK	6235 032520	6235 - Zoom Subscription	161.05
US BANK	6235 032520	6235 - Remote PC Signup	22.12
US BANK	6235 032520	6235 - Constant Contact Communications	9.50
US BANK	6235 032520	6235 - Facebook Communications	122.58
US BANK	6235 032520	6235 - Vinyl Banners	50.64
US BANK	6235 032520	6235 - Facebook Communications	119.66
US BANK	6235 032520	6235 - Facebook Communications	5.34
US BANK	6235 032520	6235 - Mailchimp Communications	84.99
US BANK	6235 032520	6235 - Shutterstock Communications	30.74
US BANK	6235 032520	6235 - Facebook Communications	29.92
US BANK	6243 032520	6243 - GoDaddy Communications - Todd	31.34
GRANICUS	125334	Civic Streaming - May 2020	523.69
<b>01-4150-5200 UTILITIES</b>			
CLEAR CREEK DISPOSAL	0001309293	951449 032720	60.00
IDAHO POWER	2203990334 04	2203990334 040920	44.32
IDAHO POWER	2206570869 04	2206570869 040920	10.64
<b>01-4150-5900 REPAIR &amp; MAINTENANCE-BUILDINGS</b>			
APEX	00030001	Covid Access Levels	60.00
<b>01-4150-5910 REPAIR &amp; MAINT-491 SV ROAD</b>			
US BANK	6235 032520	6235 - Credit	12.95-
Total ADMINISTRATIVE SERVICES:			14,117.70
<b>PLANNING &amp; BUILDING</b>			
<b>01-4170-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	744566	FSA/HRA March 2020	22.70
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA	25.00
<b>01-4170-4200 PROFESSIONAL SERVICES</b>			
CENTER FOR CONTINUING EDU	5206 - REV AD	March 2020 Services	1,354.00
<b>01-4170-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>			
PERRY'S	30002	Meeting Sandwiches	60.92
Total PLANNING & BUILDING:			1,462.62
<b>FACILITY MAINTENANCE</b>			
<b>01-4194-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	744566	FSA/HRA March 2020	26.05
<b>01-4194-3200 OPERATING SUPPLIES</b>			
US BANK	2022 032520	2022 - Office Chair	139.99
<b>01-4194-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
UNITED OIL	393312	37269 032020	1,042.20
<b>01-4194-4800 DUES, SUBSCRIPTIONS &amp; MEMBERSH</b>			
US BANK	2022 032520	2022 - Trout Friendly Membership	200.00
<b>01-4194-5200 UTILITIES</b>			
IDAHO POWER	2203313446 04	2203313446 040820	5.29

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>01-4194-6950 MAINTENANCE</b>			
SHERWIN-WILLIAMS CO.	5653-0	Rotary Park Bathroom Paint	305.23
US BANK	2022 032520	2022 - Dried Barnwood Kit	74.98
US BANK	2022 032520	2022 - Coxreels and Hose Replacement	67.31
Total FACILITY MAINTENANCE:			1,861.05
<b>POLICE</b>			
<b>01-4210-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	744566	FSA/HRA March 2020	6.45
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA	977.56
<b>01-4210-3200 OPERATING SUPPLIES</b>			
US BANK	6243 032520	6243 - Danner Lacrosse - CSO Luis	409.16
US BANK	6243 032520	6243 - CSO Uniform Credit	14.00-
US BANK	6243 032520	6243 - CSO Phone Case	14.99
US BANK	6243 032520	6243 - Danner Lacrosse - CSO Luis Credit	390.08-
US BANK	6243 032520	6243 - CSO Boots	55.07
US BANK	6243 032520	6243 - CSO Uniforms	58.27
US BANK	6243 032520	6243 - CSO Boots	27.06
<b>01-4210-4200 PROFESSIONAL SERVICES</b>			
KETCHUM COMPUTERS, INC.	16913	Computer Support - BCSO	1,410.75
Total POLICE:			2,555.23
<b>FIRE &amp; RESCUE</b>			
<b>01-4230-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	744566	FSA/HRA March 2020	81.25
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA Vision	751.00
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA	2,769.32
<b>01-4230-3200 OPERATING SUPPLIES FIRE</b>			
ATKINSONS' MARKET	05286656	Coffee	31.88
UNITED STATES POSTMASTER	966 040720	Box 966	57.00
<b>01-4230-3210 OPERATING SUPPLIES EMS</b>			
ATKINSONS' MARKET	03534535	Clorox Wipes	15.65
BOUNDTREE MEDICAL	83546587	Gloves and Masks	427.70
BOUNDTREE MEDICAL	83565874	Medical Supplies	386.30
BOUNDTREE MEDICAL	83568891	Biohazard Bags	98.37
BOUNDTREE MEDICAL	83568892	Catheters	306.00
BOUNDTREE MEDICAL	83575369	Humid Vent Filter	49.80
BOUNDTREE MEDICAL	83577230	Medical Supplies	28.00
BOUNDTREE MEDICAL	83579435	Medical Supplies	12.39
BOUNDTREE MEDICAL	83579436	Medical Supplies	234.06
CHATEAU DRUG CENTER	2207082	Bags for PPE	9.48
NORCO	28727069	54794 030420	91.93
NORCO	28932756	52355 033120	34.41
NORCO	28933798	54794 033120	184.45
PRAXAIR DISTRIBUTION INC.	95626521	Cylinder Rental	49.15
UNITED STATES POSTMASTER	966 040720	Box 966	57.00
HENRY SCHEIN	75514834	Hand Sanitizer	62.64
HENRY SCHEIN	75568260	Thermometer	238.88
HENRY SCHEIN	75689083	Gloves	165.80

Vendor Name	Invoice Number	Description	Net Invoice Amount
HENRY SCHEIN	75769779	Probe Cover	42.72
HENRY SCHEIN	75812754	Hand Wipes	46.64
HENRY SCHEIN	75961830	Medical Supplies	199.32
<b>01-4230-4900 TRAINING/TRAVEL/MTG FIRE</b>			
LIZANO, FABRIZIO	040620	National Registry of Emergency Medical Technicians	20.00
US BANK	4977 032520	4977 - Parametic Recertification - O'Donnell	25.00
<b>01-4230-4920 TRAINING-FACILITY</b>			
IDAHO POWER	2224210258 04	2224210258 040620	54.79
COX WIRELESS	047339201 040	047339201 040720	99.79
<b>01-4230-5100 TELEPHONE &amp; COMMUNICATION FIRE</b>			
MTE COMMUNICATIONS	056983 040120	056983 040120	15.13
US BANK	4977 032520	4977 - RF Power Meter and Connectors	78.66
US BANK	4977 032520	4977 - UHF Plugs	6.99
VERIZON WIRELESS	842054354 032	842054354 032320	20.00
<b>01-4230-5110 TELEPHONE &amp; COMMUNICATION EMS</b>			
MTE COMMUNICATIONS	056983 040120	056983 040120	15.12
US BANK	4977 032520	4977 - RF Power Meter and Connectors	78.65
VERIZON WIRELESS	842054354 032	842054354 032320	20.01
<b>01-4230-6000 REPAIR &amp; MAINT-AUTO EQUIP FIRE</b>			
CHATEAU DRUG CENTER	2209532	Hand Cream	3.79
<b>01-4230-6010 REPAIR &amp; MAINT-AUTO EQUIP EMS</b>			
US BANK	4977 032520	4977 - Fuel Filler Hose	76.09
<b>01-4230-6110 REPAIR &amp; MAINT--MACHINERY &amp; EQ</b>			
RIVER RUN AUTO PARTS	6538-151701	Spark Plug	3.50
Total FIRE & RESCUE:			6,948.66
<b>STREET</b>			
<b>01-4310-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	744566	FSA/HRA March 2020	45.90
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA Vision	195.00
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA	1,772.82
<b>01-4310-3200 OPERATING SUPPLIES</b>			
US BANK	2022 032520	2022 - Office Chair	139.99
<b>01-4310-3400 MINOR EQUIPMENT</b>			
US BANK	2022 032520	2022 - Rotary Repair Brushes	20.01
US BANK	2022 032520	2022 - Hammer Drill	199.00
US BANK	2022 032520	2022 - Gel Knee Pads	179.55
<b>01-4310-6100 REPAIR &amp; MAINT--MACHINERY &amp; EQ</b>			
LES SCHWAB	11700618731	Steam Cleaner Parts	43.96
METROQUIP, INC.	P03397	Parts	68.43
NAPA AUTO PARTS	008702	GeoVac Silicone	47.96
NAPA AUTO PARTS	009158	Sander Parts	45.96
RIVER RUN AUTO PARTS	6538-151862	GeoVac Parts	50.22
RIVER RUN AUTO PARTS	6538-151880	Truck Cleaning Supplies	47.90
SMITH POWER PRODUCTS INC.	051222 040120	Blower Parts	1,337.75
SNAKE RIVER HYDRAULICS	353086	Sweeper Coil	38.17

Vendor Name	Invoice Number	Description	Net Invoice Amount
US BANK	2022 032520	2022 - Programming Cable	25.00
WESTERN STATES CAT	IN001264224	Loader Lamp Kit	94.08
COASTLINE EQUIPMENT INC.	679839	Geovac Thermostat	45.18
<b>01-4310-6910 OTHER PURCHASED SERVICES</b>			
NORCO	28730431	53271 030420	263.25
NORCO	28783475	53271 031120	59.86
NORCO	28932838	53271 033120	221.65
<b>01-4310-6930 STREET LIGHTING</b>			
IDAHO POWER	2200059315 04	2200059315 040820	5.29
IDAHO POWER	2200506786 04	2200506786 040820	12.23
IDAHO POWER	2201174667 04	2201174667 040820	10.87
IDAHO POWER	2202627564 04	2202627564 040820	16.26
IDAHO POWER	2203027632 04	2203027632 040820	5.29
IDAHO POWER	2205963446 04	2205963446 040820	38.87
<b>01-4310-6950 MAINTENANCE &amp; IMPROVEMENTS</b>			
ANDERSON ASPHALT PAVING IN	36	Asphalt	320.53
D & B SUPPLY INC.	26381	Tarps for Sand	519.96
SHERWIN-WILLIAMS CO.	5621-7	Office Paint	135.13
Total STREET:			6,006.07
<b>RECREATION</b>			
<b>01-4510-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	744566	FSA/HRA March 2020	19.60
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA Vision	175.00
<b>01-4510-3200 OPERATING SUPPLIES</b>			
US BANK	7926 032520	7926 - Paint Supplies	131.23
<b>01-4510-3250 RECREATION SUPPLIES</b>			
US BANK	7926 032520	7926 - Bigwood Cinemas	105.00
US BANK	7926 032520	7926 - Springs Resort	78.44
US BANK	7926 032520	7926 - Springs Resort	11.68
<b>01-4510-3300 RESALE ITEMS-CONCESSION SUPPLY</b>			
US BANK	7926 032520	7926 - Easter Candy	11.11
<b>01-4510-4800 DUES, SUBSCRIPTIONS &amp; MEMBERSH</b>			
US BANK	7926 032520	7926 - NRPA Subscription	175.00
US BANK	7926 032520	7926 - USTA Membership	65.00
Total RECREATION:			772.06
Total GENERAL FUND:			39,290.26
<b>WAGON DAYS FUND</b>			
<b>WAGON DAYS EXPENDITURES</b>			
<b>02-4530-4400 ADVERTISING &amp; LEGAL PUBLICATIO</b>			
US BANK	6235 032520	6235 - Squarespace	26.00
US BANK	6235 032520	6235 - GoDaddy Communications	52.68
Total WAGON DAYS EXPENDITURES:			78.68

Vendor Name	Invoice Number	Description	Net Invoice Amount
Total WAGON DAYS FUND:			78.68
<b>GENERAL CAPITAL IMPROVEMENT FD</b>			
<b>GENERAL CIP EXPENDITURES</b>			
<b>03-4193-7200 TECHNOLOGY UPGRADES</b>			
KETCHUM COMPUTERS, INC.	16912	Computer Support	12,476.70
DELL FINANCIAL SERVICES	14016450	Lease Services	2,721.60
<b>03-4193-7400 COMPUTER/COPIER LEASING</b>			
GREAT AMERICA FINANCIAL SE	26740050	Copier Lease	1,540.44
DELL FINANCIAL SERVICES	80376948	Management Fee	11.30
Total GENERAL CIP EXPENDITURES:			16,750.04
Total GENERAL CAPITAL IMPROVEMENT FD:			16,750.04
<b>ORIGINAL LOT FUND</b>			
<b>ORIGINAL LOT TAX</b>			
<b>22-4910-6060 EVENTS/PROMOTIONS</b>			
US BANK	6235 032520	6235 - Starbucks Coffee	33.90
Total ORIGINAL LOT TAX:			33.90
Total ORIGINAL LOT FUND:			33.90
<b>ADDITIONAL 1%-LOT FUND</b>			
<b>ADDITIONAL 1%-LOT</b>			
<b>25-4910-4220 SUN VALLEY AIR SERVICE BOARD</b>			
SUN VALLEY AIR SERVICE BOA	040320	Direct Cost's	5,522.66-
SUN VALLEY AIR SERVICE BOA	040320	February 2020 Additional 1%	217,731.51
Total ADDITIONAL 1%-LOT:			212,208.85
Total ADDITIONAL 1%-LOT FUND:			212,208.85
<b>FIRE CONSTRUCTION FUND</b>			
<b>FIRE FUND EXP/TRNFRS</b>			
<b>42-4800-4200 PROFESSIONAL SERVICES</b>			
US BANK	6243 032520	6243 - Construction Agreement	84.99
US BANK	6243 032520	6243 - Construction Agreement	84.99
AECOM TECHNICAL SERVICES, I	2000346754	Traffic Study Review	7,600.00
DENNIS POTTS PROJECT MGMT,	1126	Construction Mgmt Services 3/21	8,850.29
<b>42-4800-4205 PROF SERVICES ENGINEERING</b>			
MATERIALS TESTING & INSPEC	172564	Fire Station Professional Services	1,939.20
COLE ARCHITECTS PLLC	1497	Fire Station Design	125,292.55
Total FIRE FUND EXP/TRNFRS:			143,852.02
Total FIRE CONSTRUCTION FUND:			143,852.02
<b>WATER FUND</b>			
<b>WATER EXPENDITURES</b>			

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>63-4340-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	744566	FSA/HRA March 2020	16.50
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA	198.56
<b>63-4340-3120 DATA PROCESSING</b>			
BILLING DOCUMENT SPECIALIS	58254	Utilities Billing	432.30
<b>63-4340-3250 LABORATORY/ANALYSIS</b>			
GO-FER-IT	93289	292-033120	36.00
<b>63-4340-3600 COMPUTER SOFTWARE</b>			
US BANK	3059 032520	3059 - DLT Solutions	306.90
<b>63-4340-4200 PROFESSIONAL SERVICES</b>			
DIG LINE	0063221-IN	0000167 033120	73.30
<b>63-4340-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>			
US BANK	3059 032520	3059 - Utility Management Cert - Chatterton	285.00
<b>63-4340-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
SENTINEL FIRE & SECURITY, IN	52383	1177 - 110 River Ranch Rd.	74.25
Total WATER EXPENDITURES:			1,422.81
Total WATER FUND:			1,422.81
<b>WASTEWATER FUND</b>			
<b>WASTEWATER EXPENDITURES</b>			
<b>65-4350-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	744566	FSA/HRA March 2020	42.05
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA Vision	436.39
NBS-NATIONAL BENEFIT SERVI	CP248726	HRA	1,710.31
<b>65-4350-3120 DATA PROCESSING</b>			
BILLING DOCUMENT SPECIALIS	58254	Utilities Billing	648.45
<b>65-4350-3200 OPERATING SUPPLIES</b>			
ATKINSONS' MARKET	05286205	Distilled Water	6.06
ATKINSONS' MARKET	08082755	Distilled Water	6.06
CHATEAU DRUG CENTER	2209444	Mouse Killer	12.34
US BANK	9642 032520	9642 - Shop Vac	151.93
<b>65-4350-3800 CHEMICALS</b>			
NORTH CENTRAL LABORATORI	437568	Chemicals	1,096.52
US BANK	9642 032520	9642 - Wastewater Nutrients	1,139.30
<b>65-4350-4200 PROFESSIONAL SERVICES</b>			
ANALYTICAL LABORATORIES, I	70772	chemicals	231.67
QUALITY CONTROL SERVICES, I	59468	Onsite Service	1,480.00
<b>65-4350-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>			
US BANK	9642 032520	9642 - IDEQ Credit	35.00-
<b>65-4350-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
SENTINEL FIRE & SECURITY, IN	52383	1177 - 110 River Ranch Rd.	24.75

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>65-4350-5200 UTILITIES</b>			
IDAHO POWER	2224304721 04	2224304721 040820	12.11
<b>65-4350-6100 REPAIR &amp; MAINT-MACH &amp; EQUIP</b>			
BOLEN'S CONTROL HOUSE, INC.	S1304063.001	Power Supply	205.00
McMASTER-CARR SUPPLY CO.	37671470	O-Rings	15.97
PIPECO, INC.	S3658618.001	PVC Adapters and Bushings	14.68
US BANK	9642 032520	9642 - Natural HDPE Sheet	400.00
THE O-RING STORE LLC	521056	O-Rings	50.14
<b>65-4350-6900 COLLECTION SYSTEM SERVICES/CHA</b>			
US BANK	3059 032520	3059 - DLT Solutions	306.90
Total WASTEWATER EXPENDITURES:			7,955.63
Total WASTEWATER FUND:			7,955.63
<b>PARKS/REC DEV TRUST FUND</b>			
<b>93-3700-6800 KETCHUM ARTS COMMISSION</b>			
US BANK	6235 032520	6235 - Side Arts	24.99
WINDYCITY ARTS, INC.	2020-183	Sign	98.75
Total :			123.74
Total PARKS/REC DEV TRUST FUND:			123.74
<b>DEVELOPMENT TRUST FUND</b>			
<b>DEVELOPMENT TRUST EXPENDITURES</b>			
<b>94-4900-8011 ALLISON-235 CORROCK #1199</b>			
ALLISON, GLENN	021320	ROW Bond Release	1,722.00
Total DEVELOPMENT TRUST EXPENDITURES:			1,722.00
Total DEVELOPMENT TRUST FUND:			1,722.00
Grand Totals:			423,437.93

Report Criteria:

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



## City of Ketchum

April 17, 2020

Mayor Bradshaw and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

### **Recommendation to Receive and File Treasurer's Monthly and Quarterly Financial Reports**

#### Recommendation and Summary

Staff is recommending the council receive and file the Treasurer's monthly and quarterly reports in accordance with statutory requirements and adopt the following motion:

***"I move to receive and file the Treasurer's financial reports."***

The reasons for the recommendation are as follows:

- State statute establishes requirements for monthly and quarterly financial reports from the City Treasurer.

#### Introduction and History

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."

#### Analysis

Pursuant to the above statutory requirements, enclosed for Council review are the monthly and quarterly financial reports showing the financial condition of the City as of March 31, 2020. These reports, along with complete financial statements, are available on the City's website.

#### Sustainability

There is to sustainability impact to this reporting.

#### Financial Impact

There is no financial impact to this reporting.

#### Attachments

- Attachment A: Quarterly Financial Report
- Attachment B: Monthly Financial Report Charts





**CITY OF KETCHUM  
TREASURER'S QUARTERLY FINANCIAL REPORT  
2ND QUARTER - MARCH 31, 2020**

FUND	ADOPTED BUDGET	PERSONNEL	OPERATING & ADM EXPENSES	CAPITAL OUTLAY	TRANSFERS	% EXP.	RECEIPTS
GENERAL	10,761,459	2,897,719	1,932,766	3,287	125,013	46.1%	6,024,340
WAGON DAYS	128,125	-500	3,399	0	0	2.3%	59,326
GENERAL CIP	649,663	0	65,144.73	112,499	0	27.3%	172,078
STREET CIP	262,600	0	0	0	0	0.0%	6,035
LAW CIP	1	0	0	0	0	0.0%	206
FIRE & RESCUE CIP	76,768	0	0	13,158	0	17.1%	49,016
PARKS CIP	0	0	0	0	0	0.0%	12,794
CITY SALES TAX	2,567,247	0	615,382	0	653,850	49.4%	1,462,319
LOT-ADDITIONAL 1%	2,221,861	0	1,447,275	0	33,123	66.6%	1,225,628
GO BOND	149,836	0	500	0	6,168	4.5%	75,032
IN-LIEU HOUSING	2,275,000	0	37,500	208,045	0	10.8%	26,547
WATER	2,379,926	194,837	153,090	5,750	411,692	32.2%	857,941
WATER CIP	440,000	0	0	90,985	0	20.7%	201,667
WASTEWATER	2,593,149	300,430	224,802	0	471,798	38.4%	1,336,854
WASTEWATER CIP	235,000	0	0	62,257	0	26.5%	209,436
POLICE TRUST	5,000	0	0	0	0	0.0%	1,020
PARKS/REC DEV TRUST	49,700	0	17,432	0	0	35.1%	12,796
DEVELOPMENT TRUST	150,000	0	0	0	49,806	33.2%	101,009
ESF TRUST	128,800	0	29,757	0	0	23.1%	78,439

CITIZENS ARE INVITED TO INSPECT THE DETAILED SUPPORTING RECORDS OF THE ABOVE FINANCIAL STATEMENTS AT: <https://ketchumidaho.org/administration/page/city-ketchum-financial-reports>.

GRANT GAGER  
TREASURER



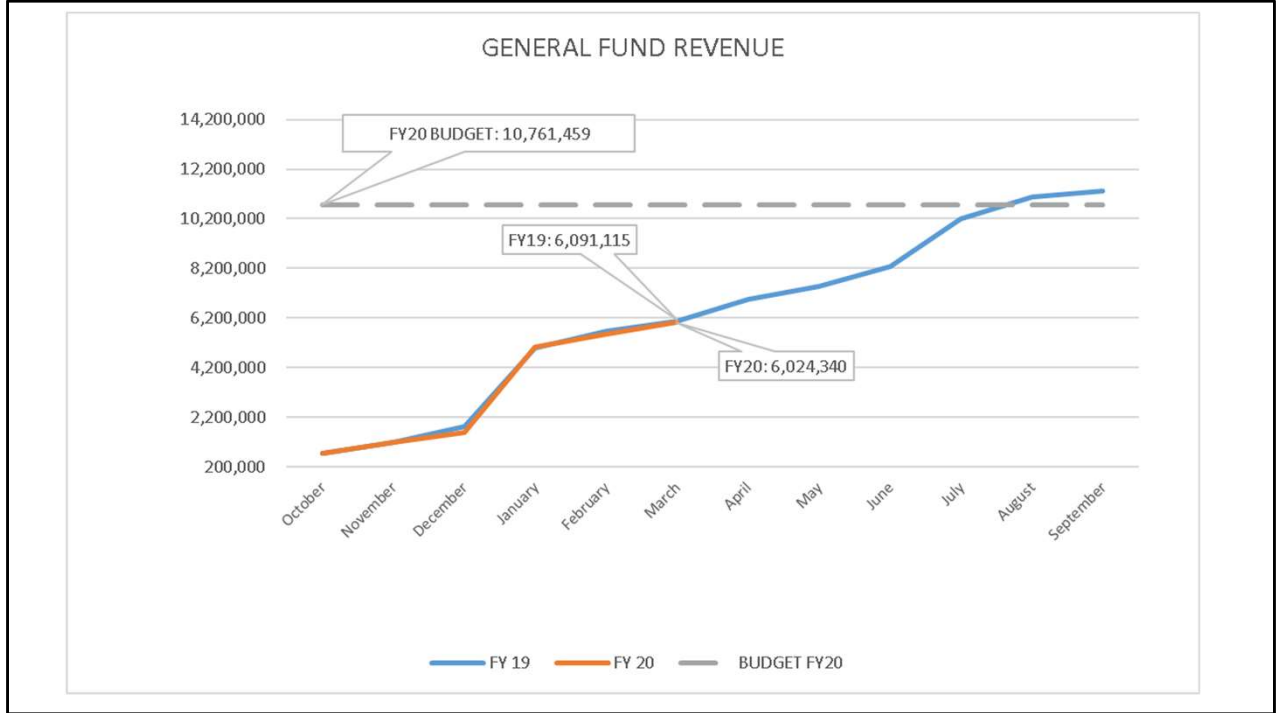
## Monthly Financial Reports

As of March 31, 2020

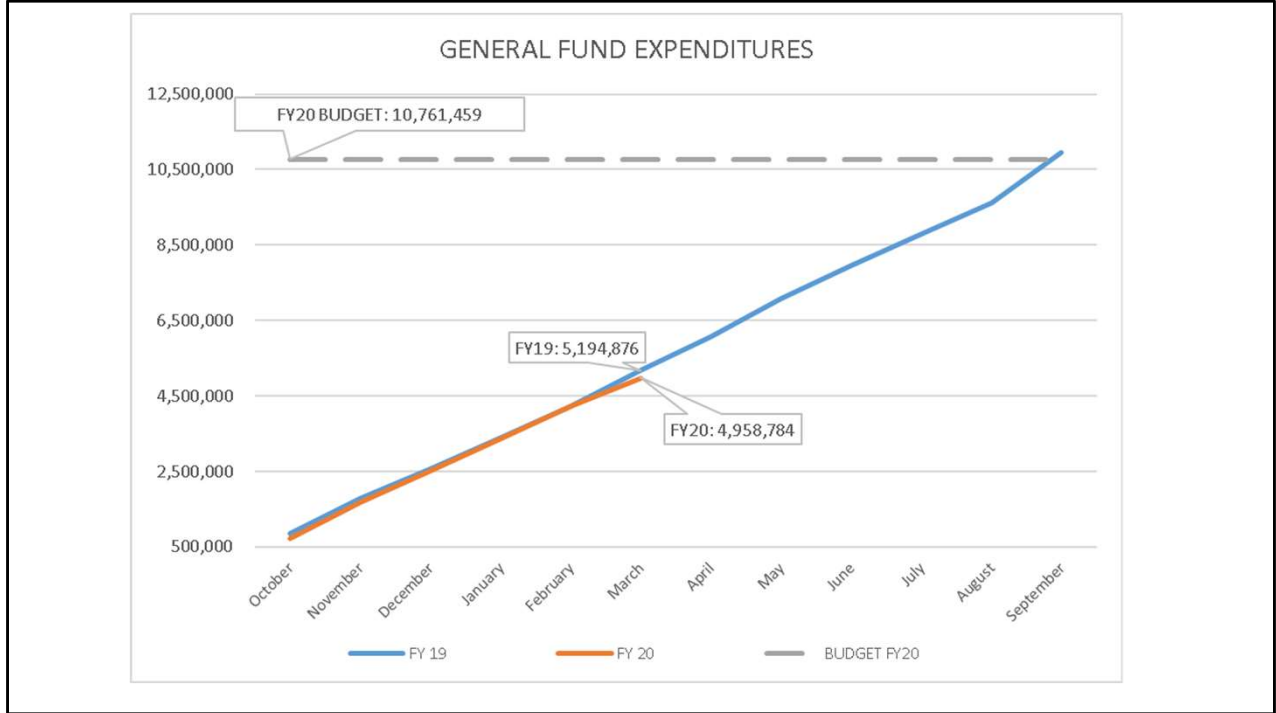
This packet is divided into three sections: (1) General Fund charts (pages 2-13); (2) Original LOT charts (pages 14-18); (3) Enterprise Fund charts (pages 19-23); and Off-Street Parking Lot charts (pages 24-28).

Each chart includes information on current progress relative to the prior year and also the current budget. Where deviations are 5% or greater, an explanation on the major drivers of such changes is included.

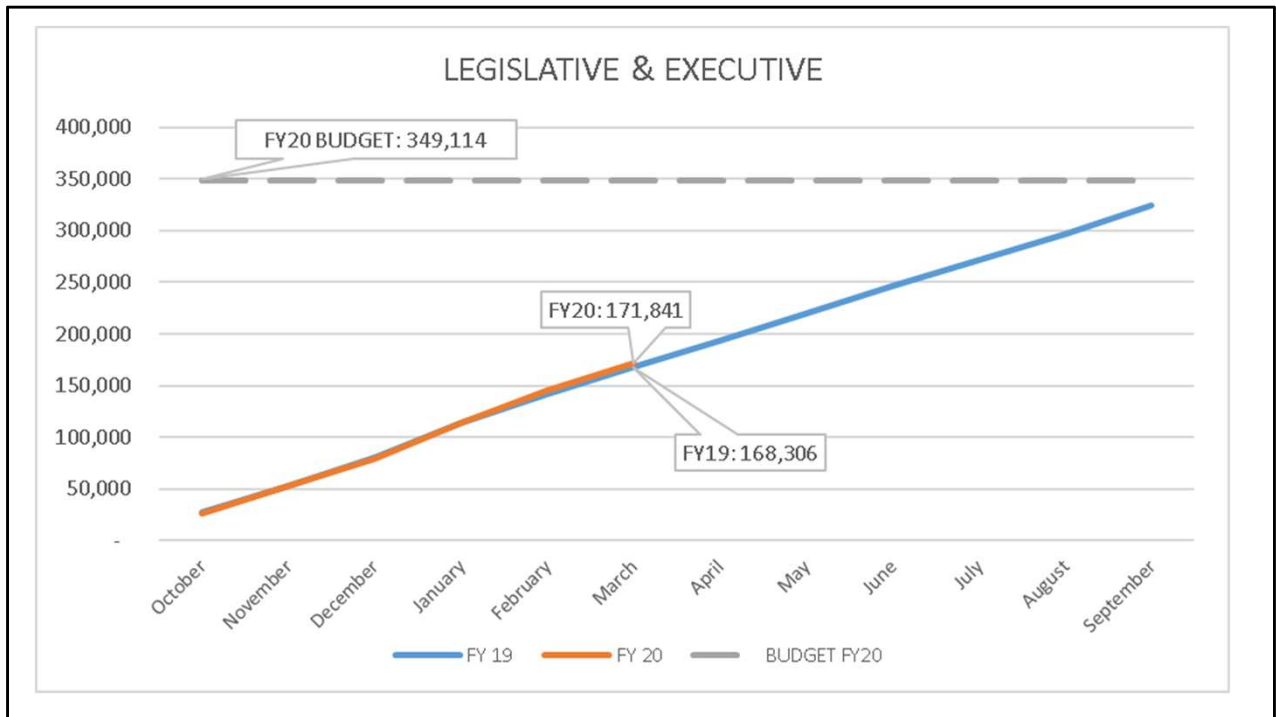
# General Fund



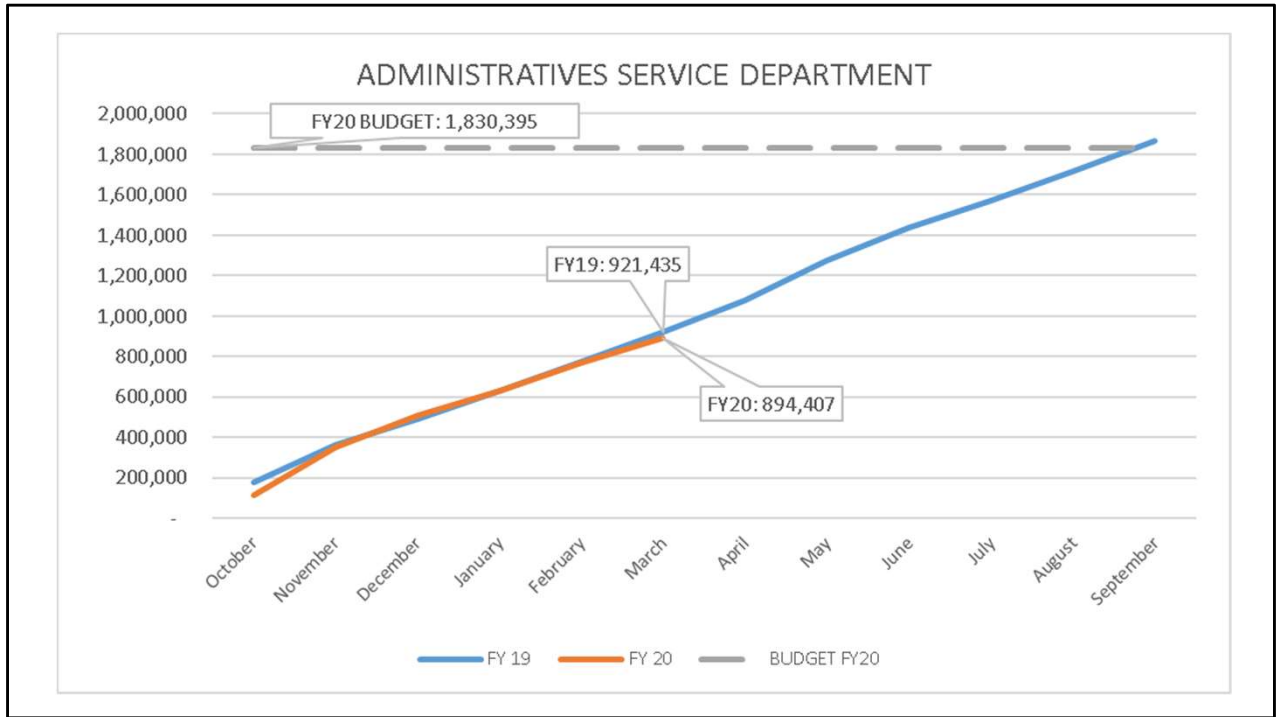
The General Fund revenues are down approximately \$66,774 (1.1%) in FYTD.



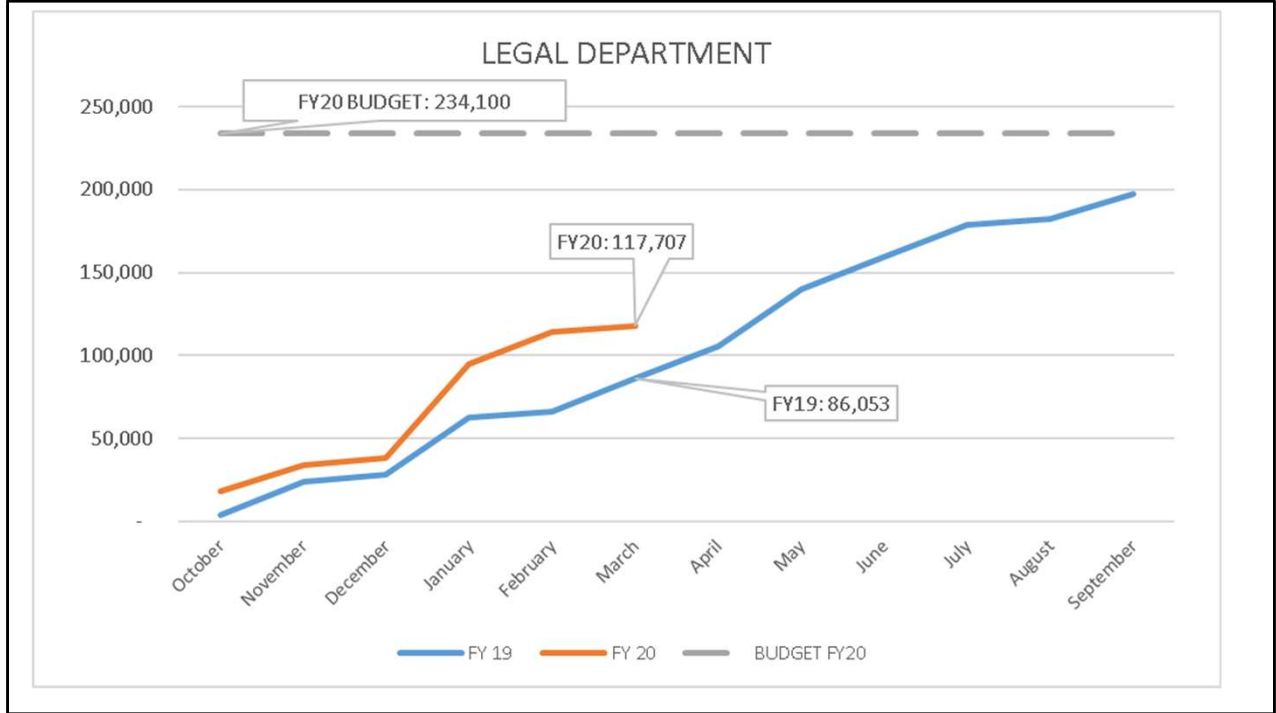
The General Fund expenditures are down \$236,092 (4.5%) FYTD.



The Legislative & Executive Department expenditures are up \$3,535 (2.1%) FYTD.

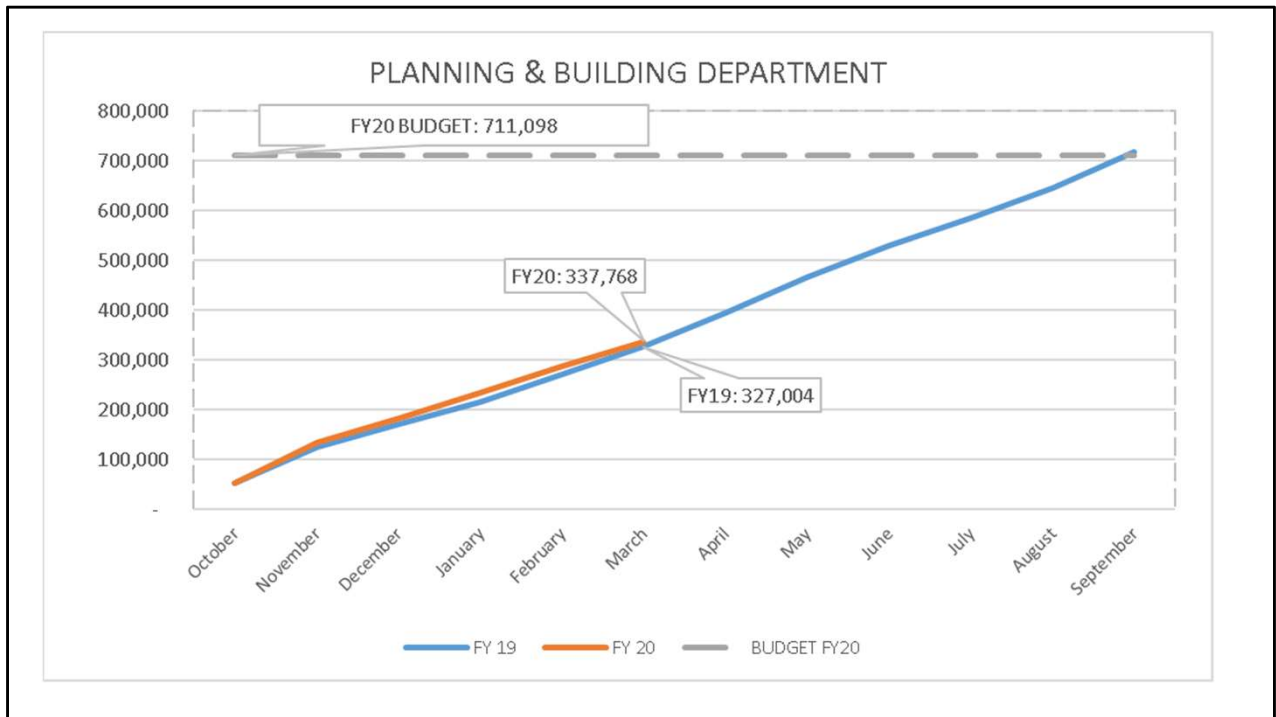


The Administrative Services Department expenditures are down \$27,028 (2.93%) FYTD.

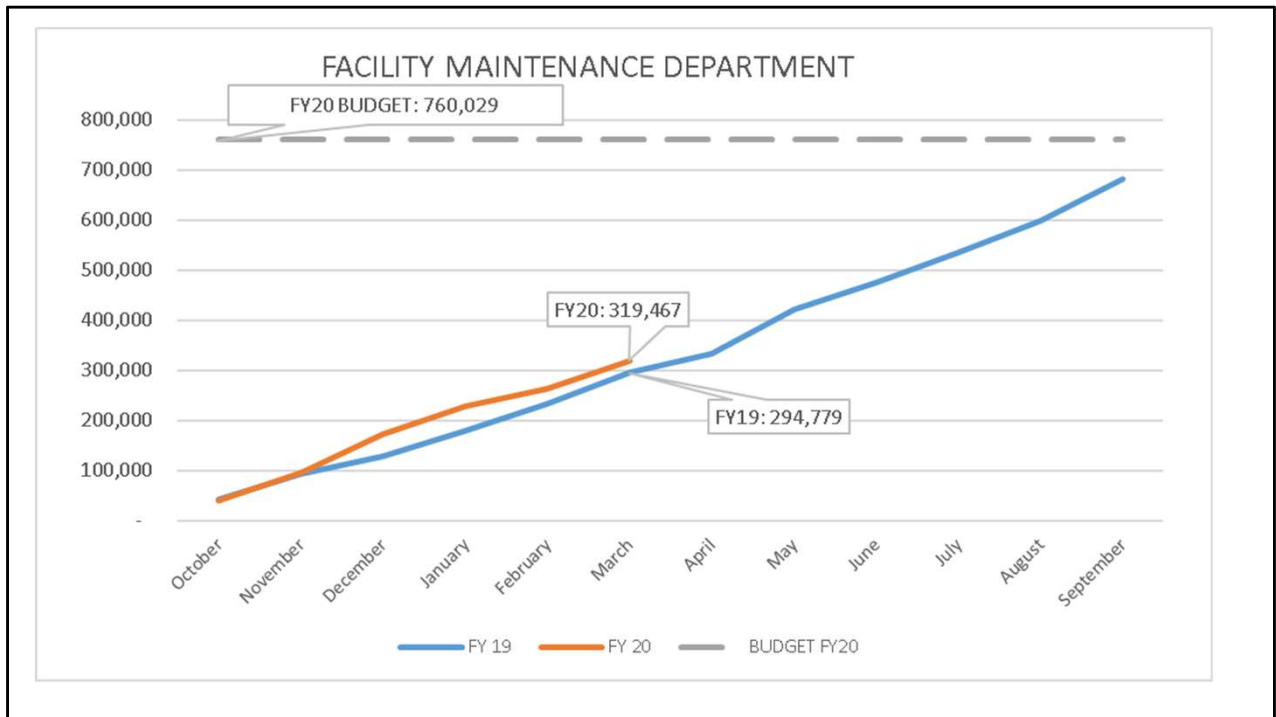


The Legal Department expenditures are up \$31,654 (36.8%) FYTD. This increase is largely due to the timing of the contract billing with White Peterson related to certain legal matters.

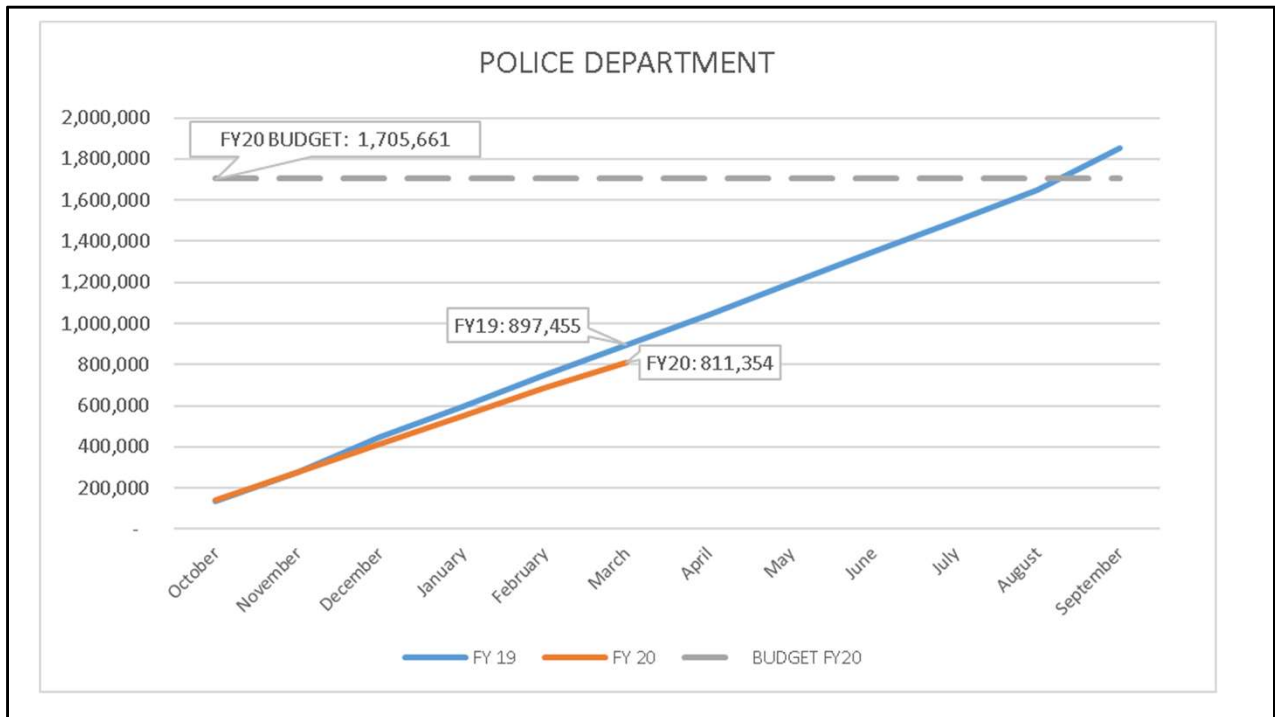




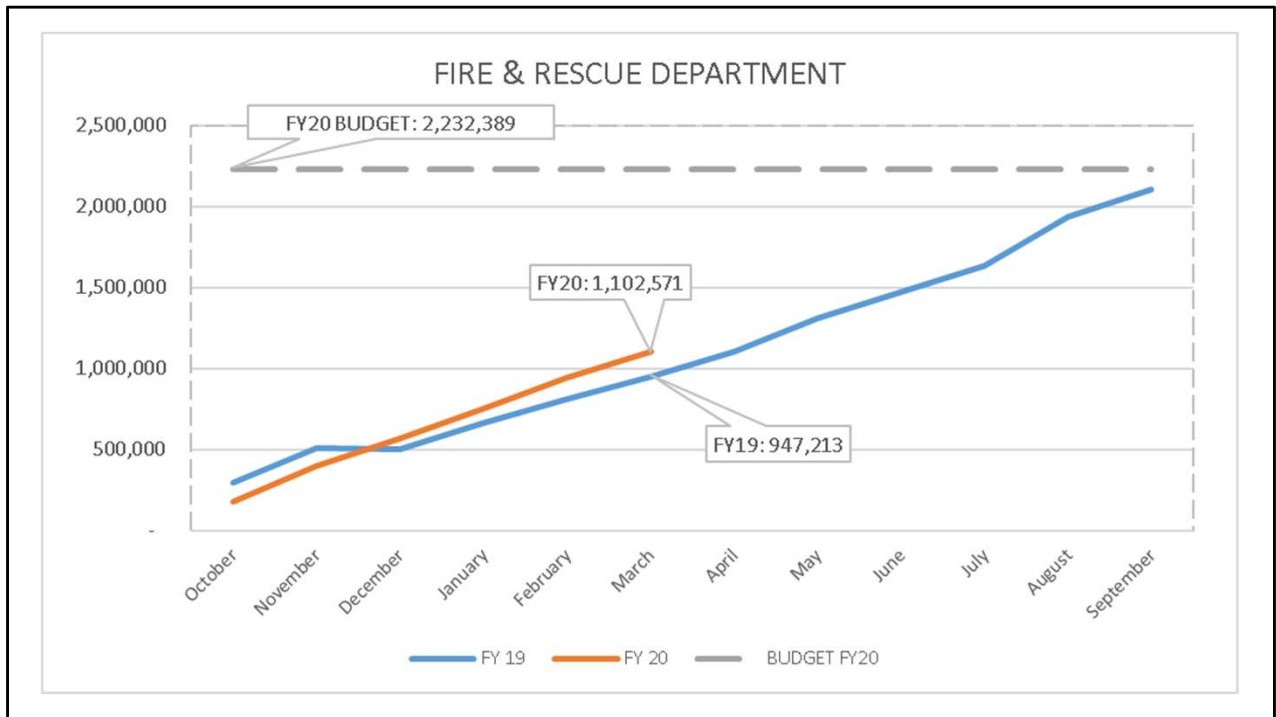
The Planning & Building Department expenditures are up \$10,764 (3.2%) FYTD. This increase is largely due to salary and benefit increases.



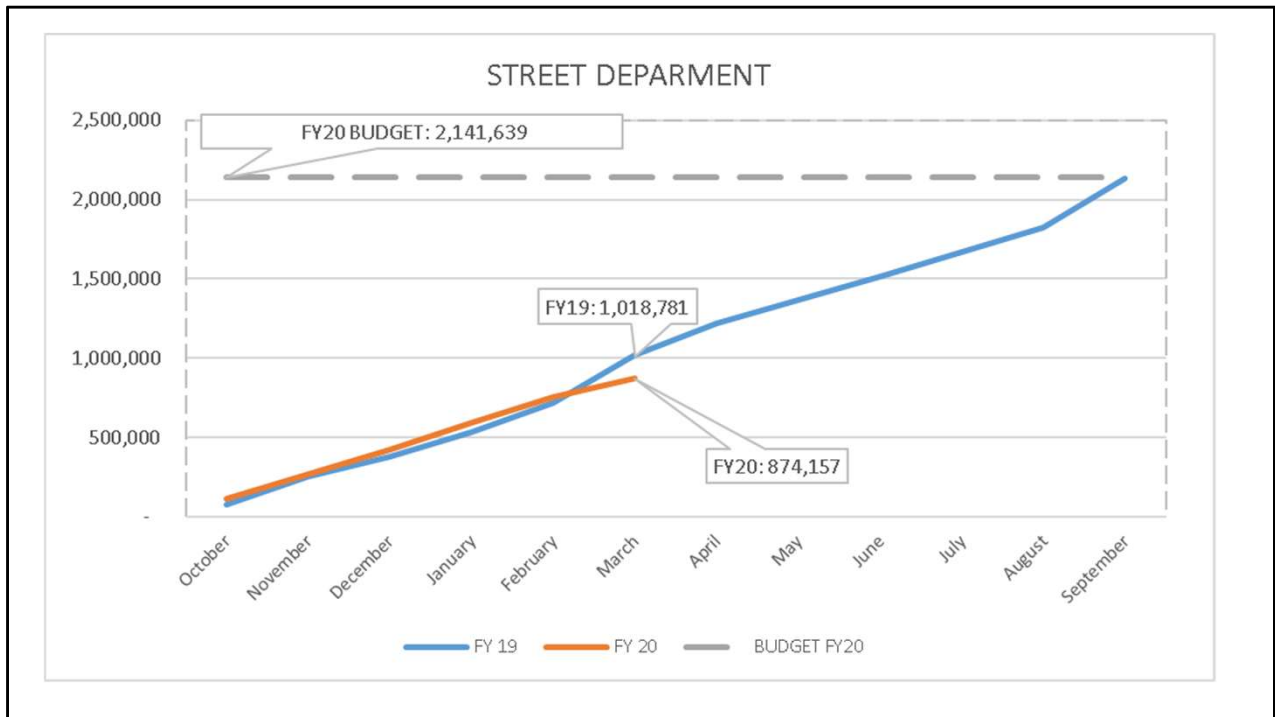
The Facilities Maintenance Department expenditures are up \$24,688 (8.4%) FYTD. This increase is largely due to increased utilization of Professional Services including for holiday lighting and snow removal.



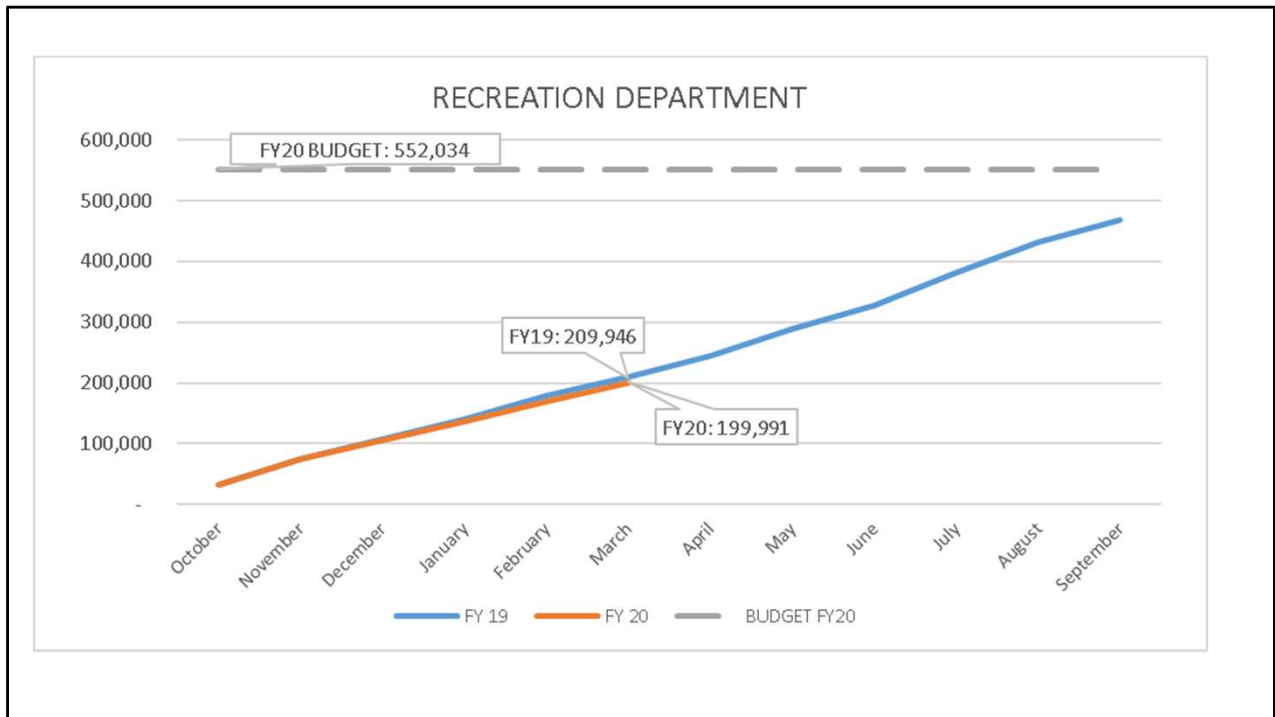
The Police Department expenditures are down \$86,101 (9.6%) FYTD. This decrease is largely due to a partial vacancy in the Community Service function that has recently been filled.



The Fire & Rescue Department expenditures are up \$155,358 (16.4%) FYTD. This increase is due largely to an increase in materials and supplies and also the filling of a vacant position.

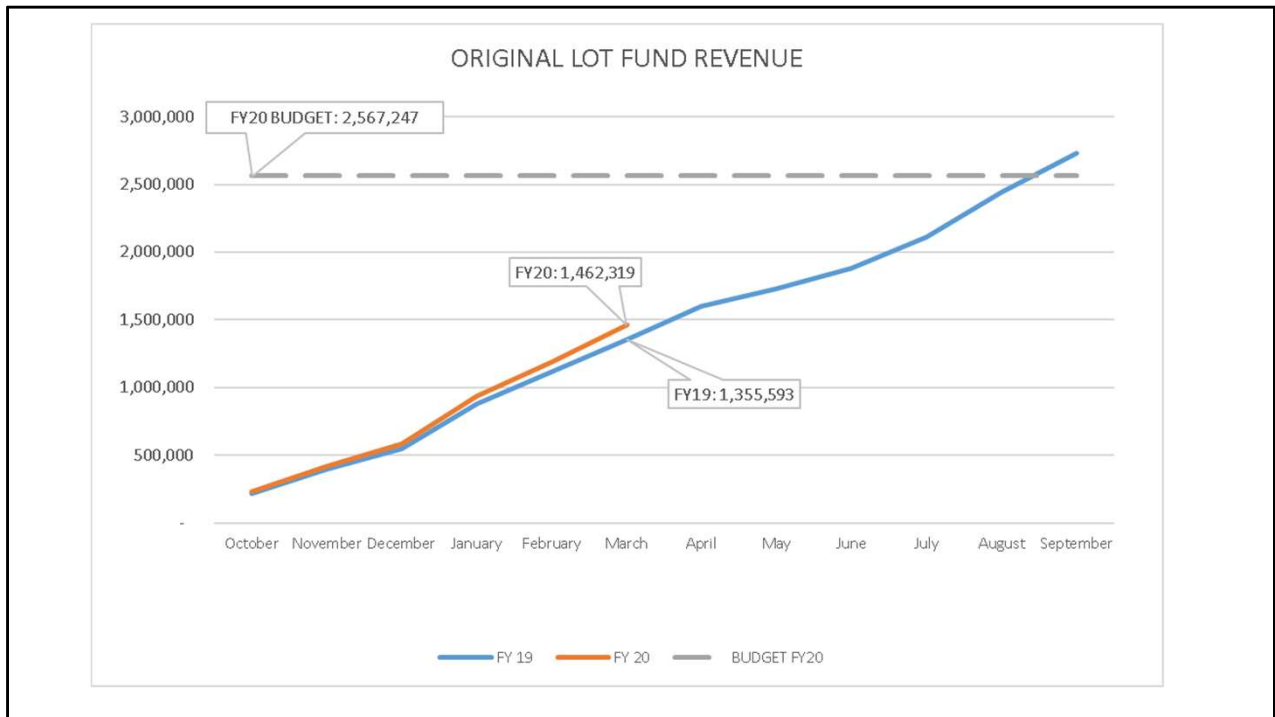


The Streets Department expenditures are down \$144,624 (14.2%) FYTD. This decrease is due to timing of payments and also a lighter snow year.



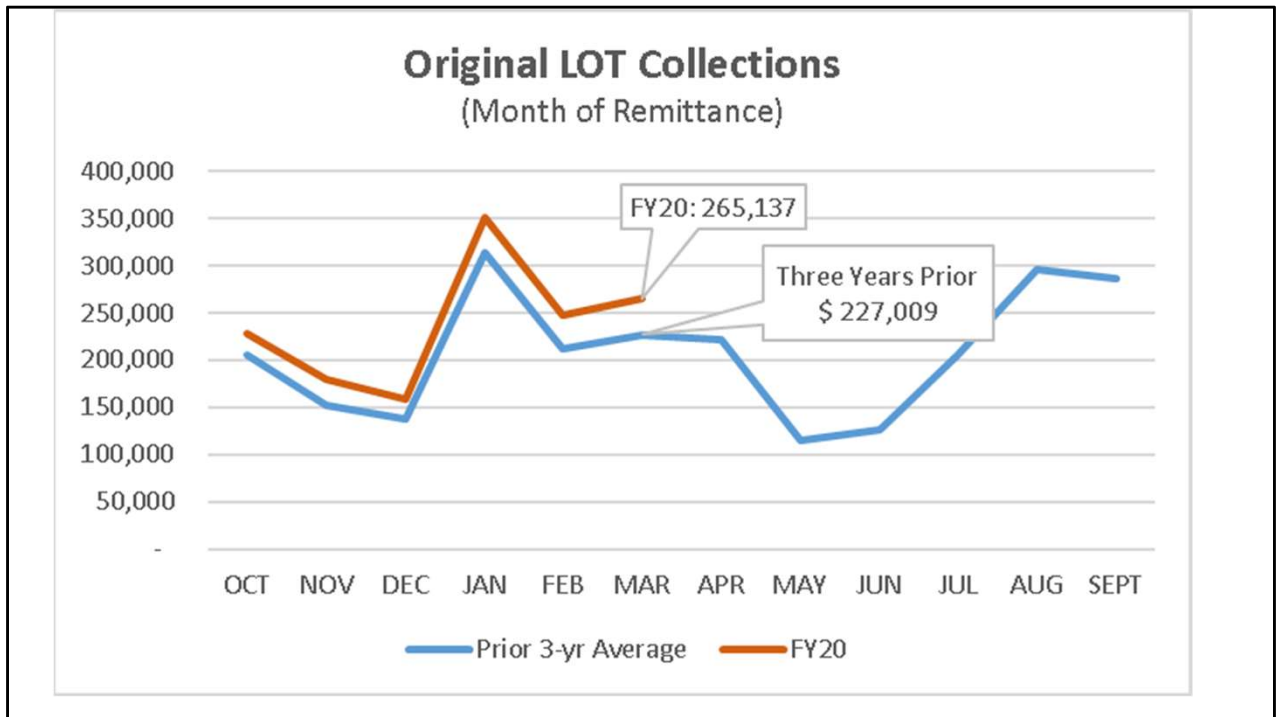
The Recreation Department expenditures are down \$9,955 (4.7%) FYTD.

# LOT Analysis

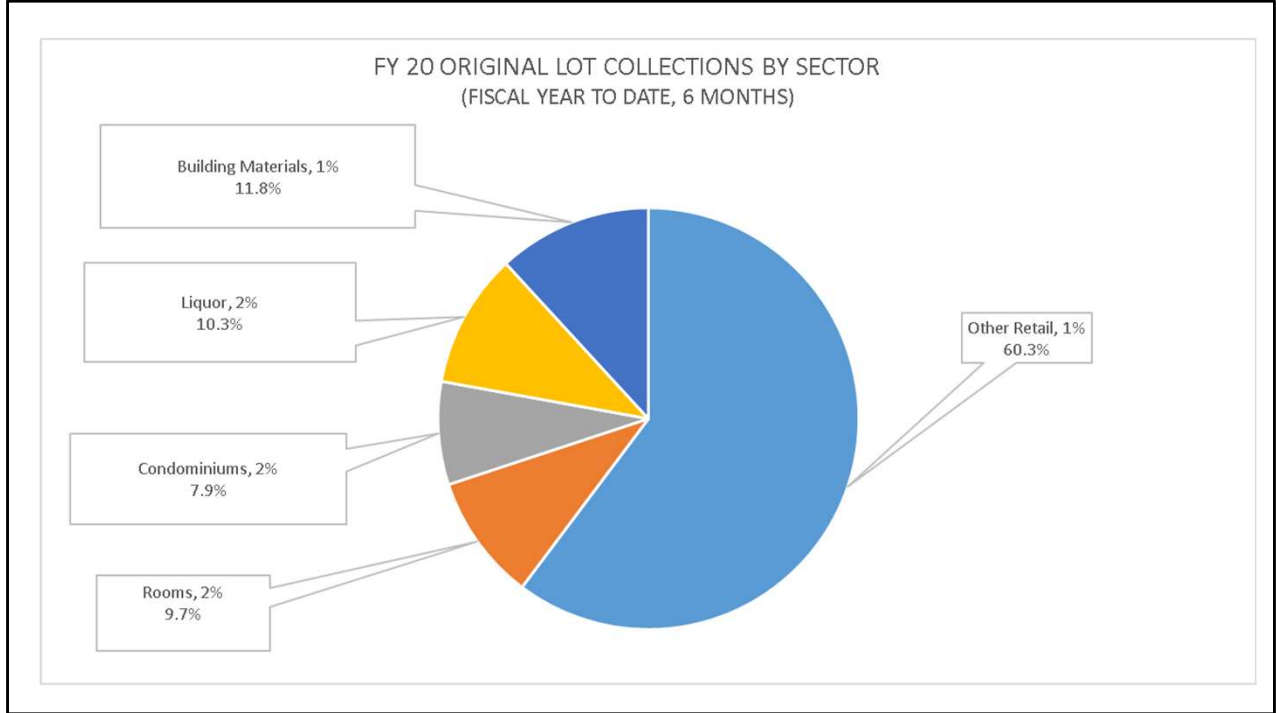


Revenue to the Original LOT Fund is up approximately \$106,725 (7.9%) FYTD due to greater tax receipts.



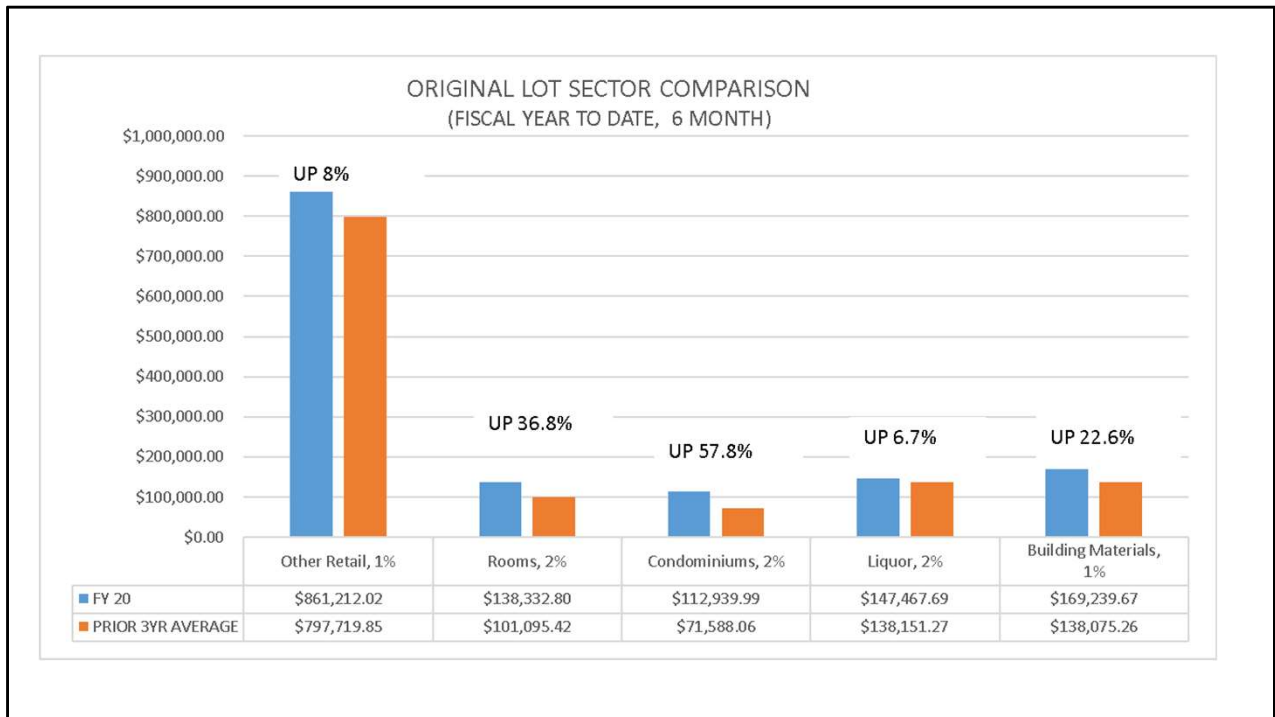


Revenues from Original LOT covered sales are up approximately 16.8% over the average of the prior three years.



To date in FY 20 (6 months), Original LOT collections have been generated by each sector as follows:

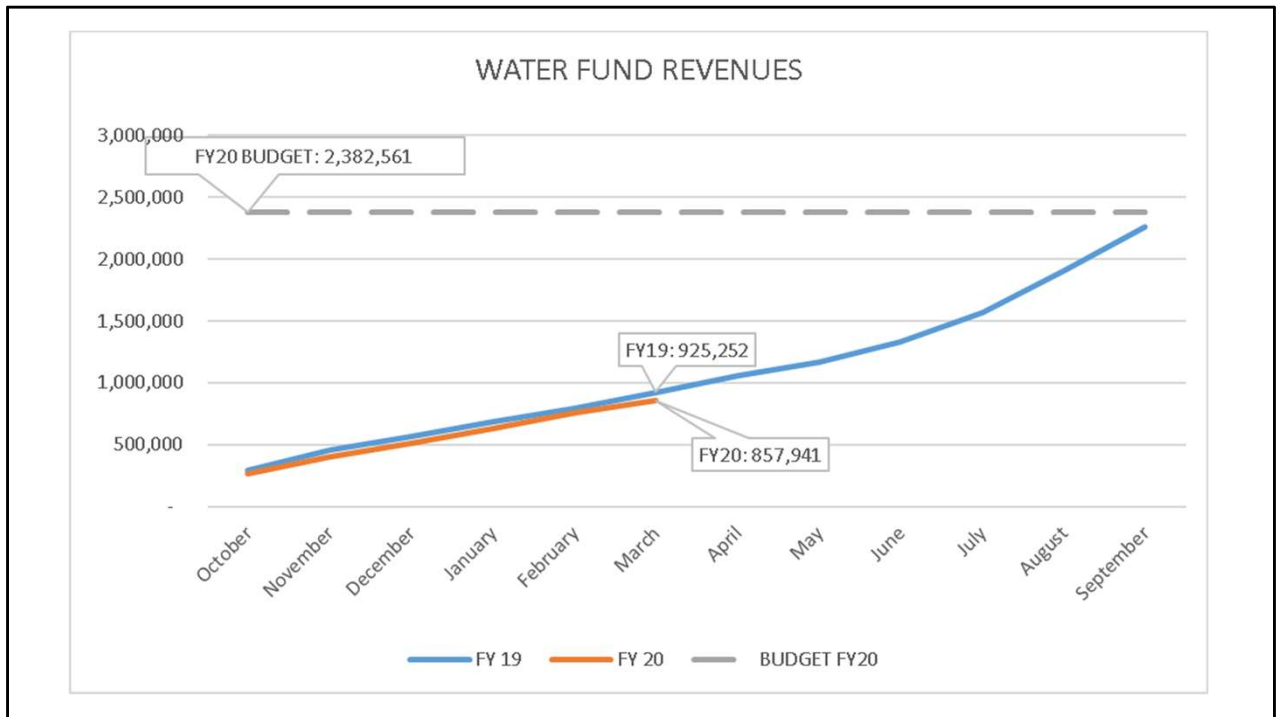
1. Retail has generated 60.3% of the total.
2. Building Materials have generated 11.8%.
3. Liquor has generated 10.3%
4. Rooms have generated 7.9%.
5. Condominiums have generated 9.7%.



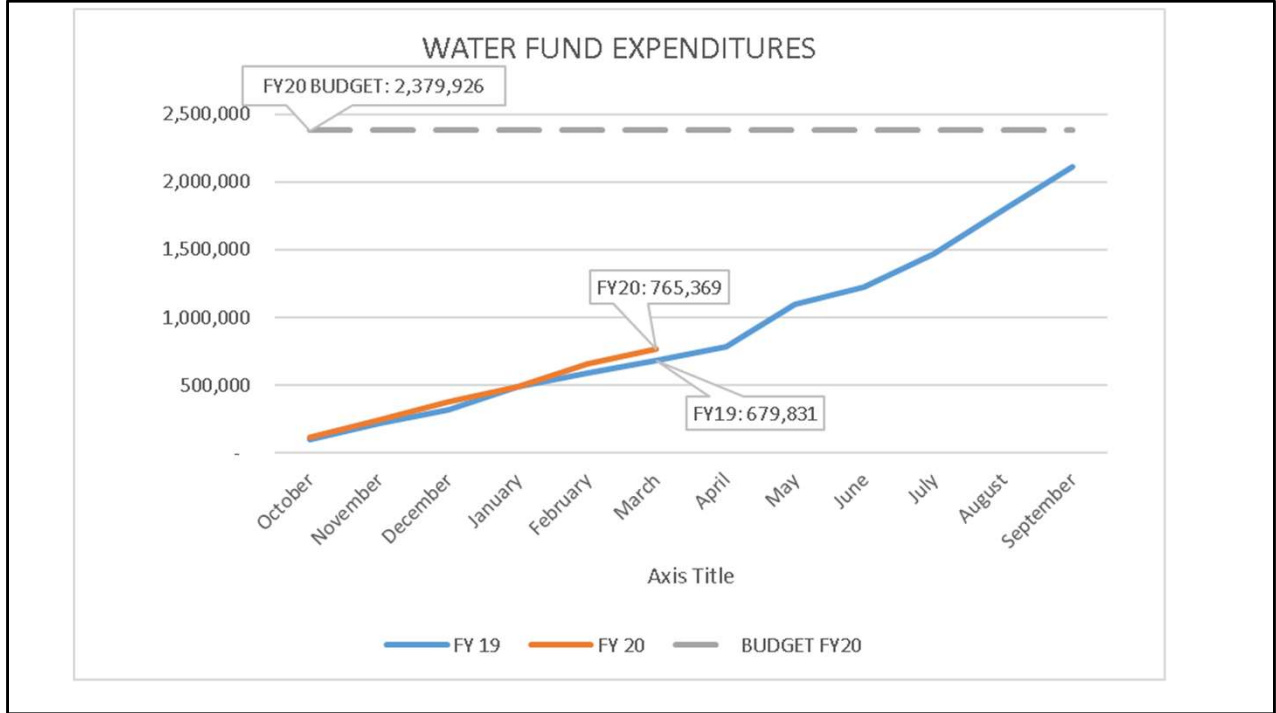
Through the first 6 months of FY 20, collections compared to the prior three-year average are as follows:

1. Retail is up 8%.
2. Rooms are up 36.8%.
3. Condominiums are up 57.8%
4. Liquor is up 6.7%.
5. Building Materials are up 22.6%.

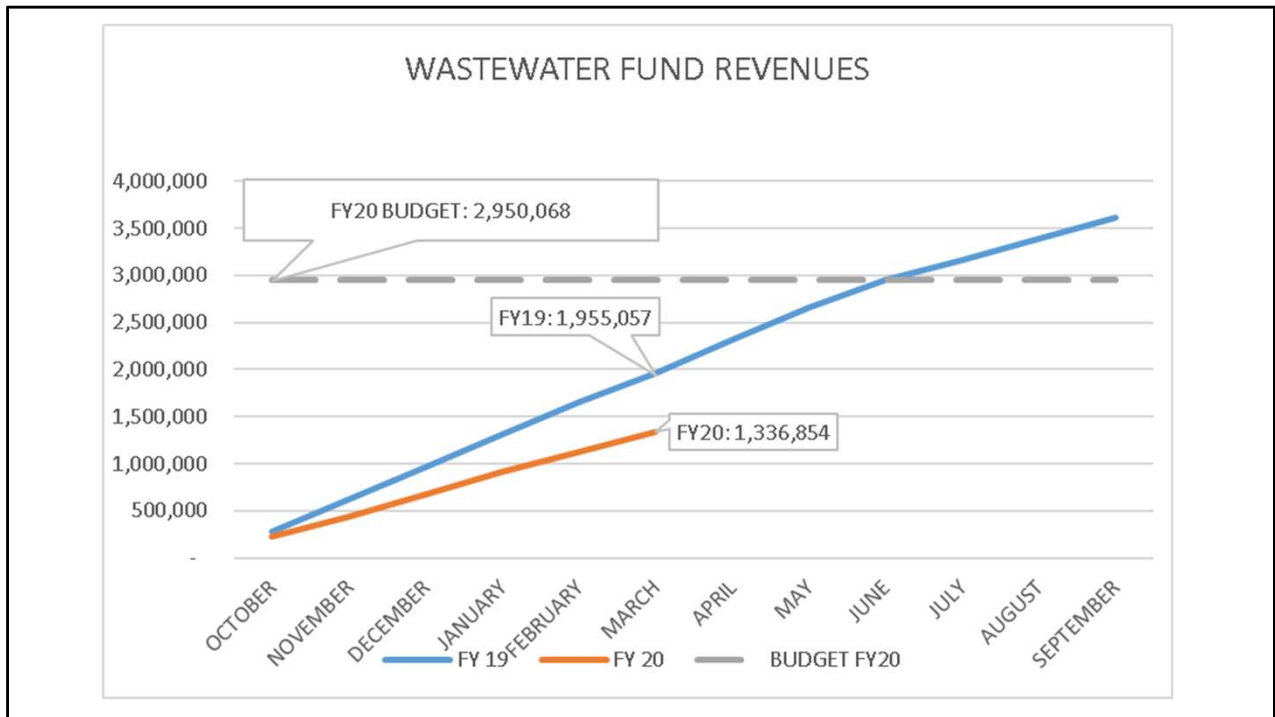
# Enterprise Funds



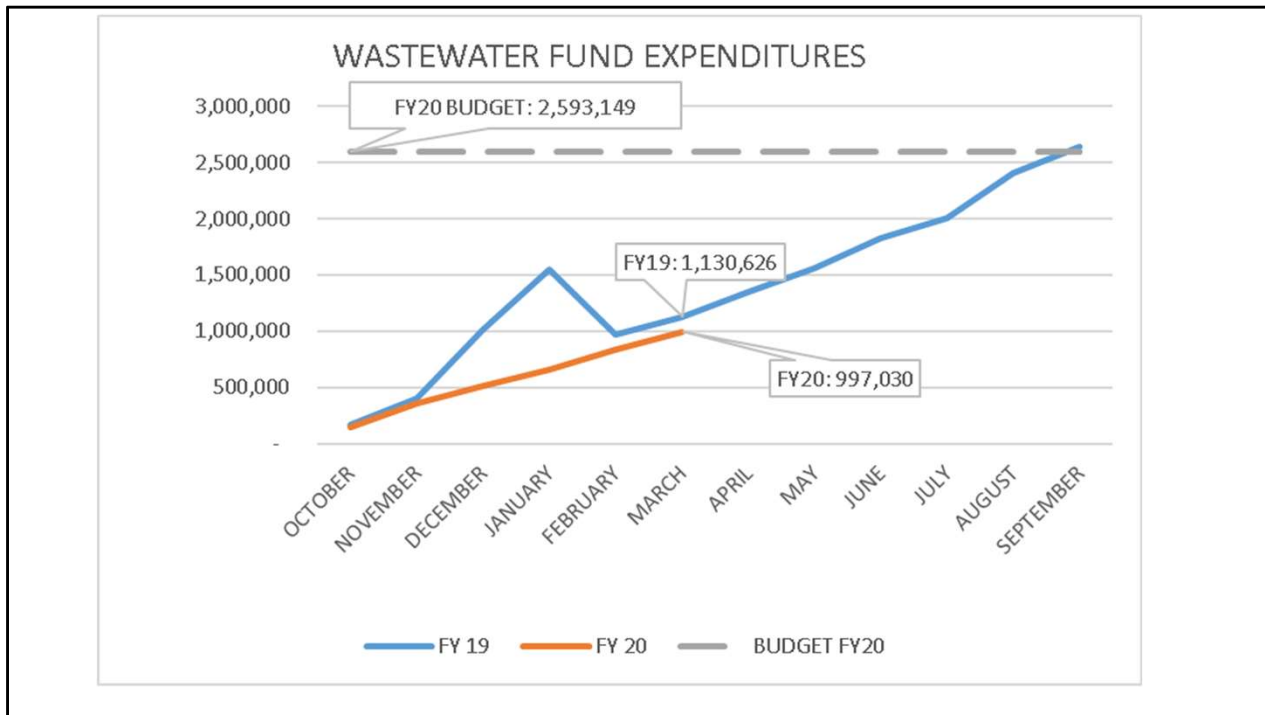
The Water Fund revenues are down \$67,311 (7.3%) FYTD due to lower billed usage.



The Water Fund expenditures are up \$85,538 (12.6%) FYTD due to transfers to the CIP.



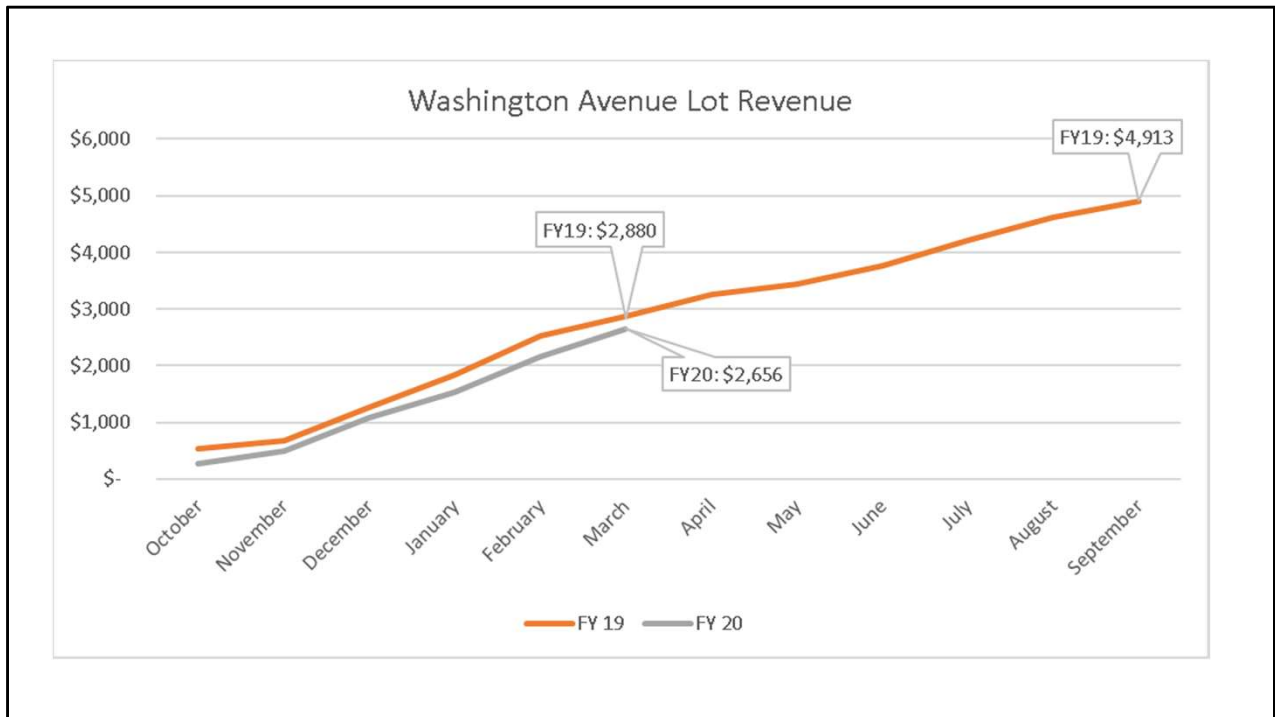
The Wastewater Fund revenues are down \$618,203 (32.3%) FYTD. This decrease is due to lower reimbursements from the Sun Valley Water and Sewer District for the now complete Headworks project.



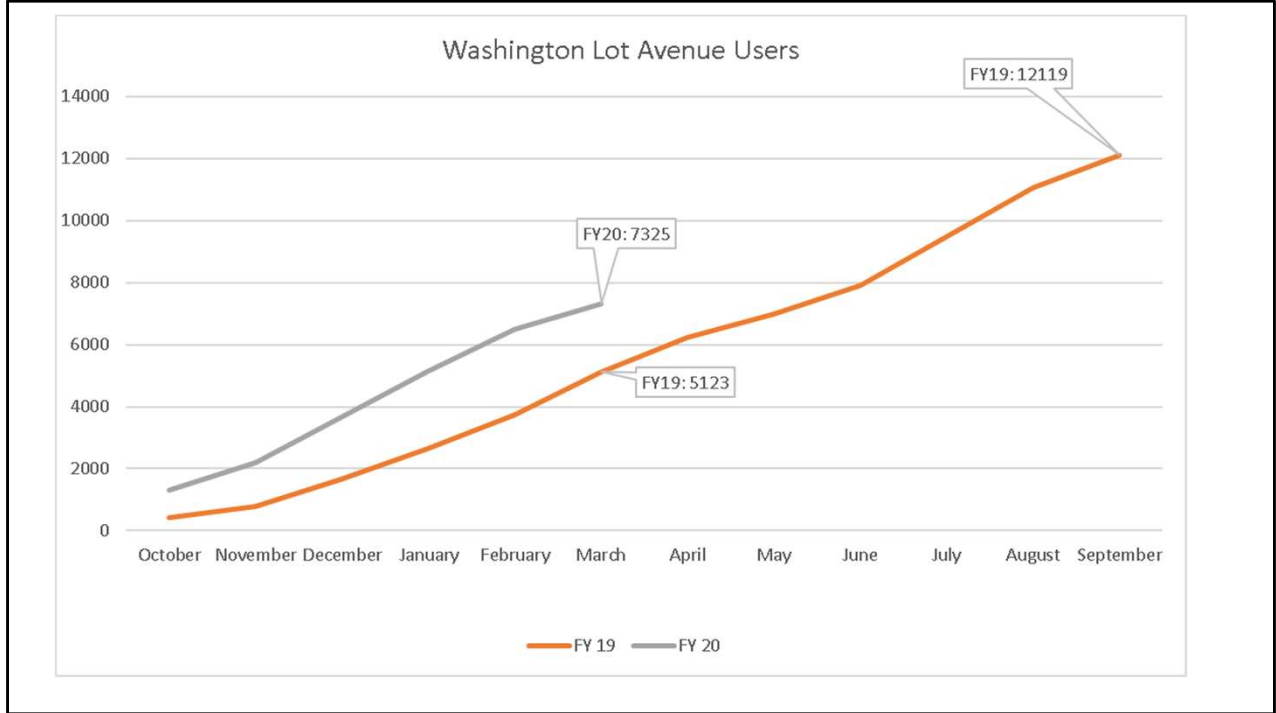
The Wastewater Fund expenditures are down approximately \$133,596 (11.8%) FYTD. The decrease is largely due to lower contracted expenditures in FY20.



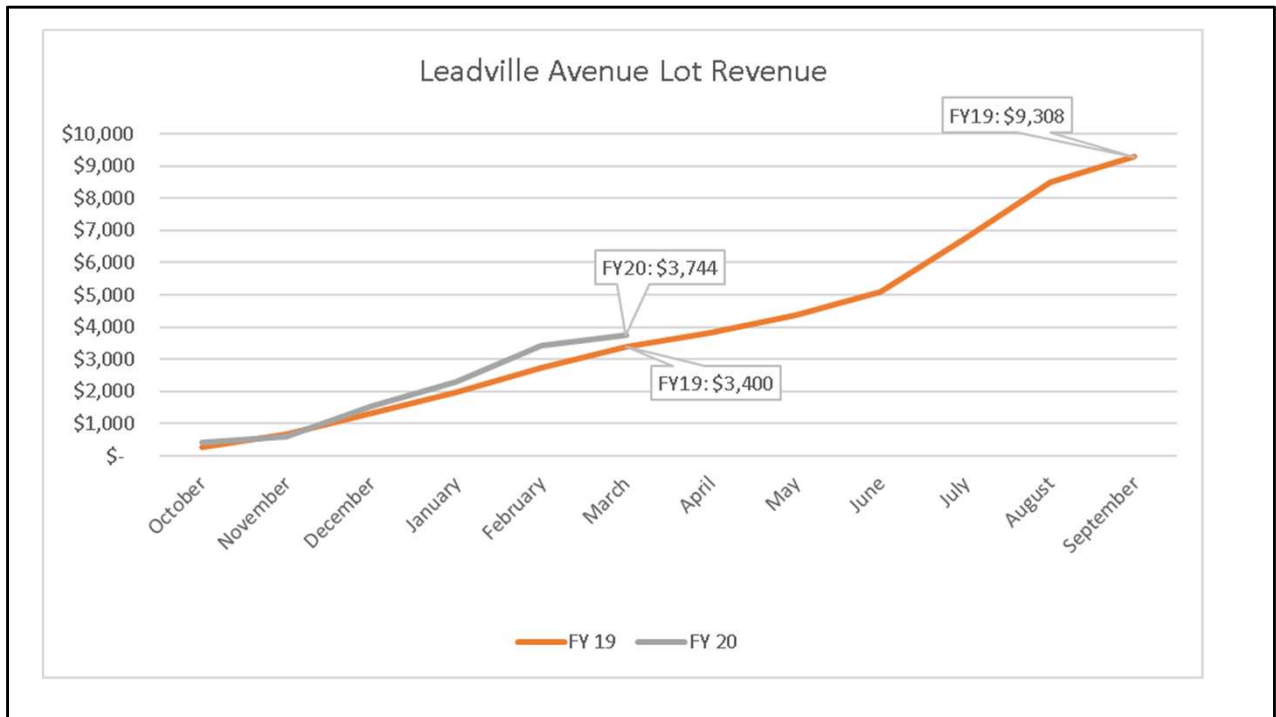
## **Off-Street Parking Lots**



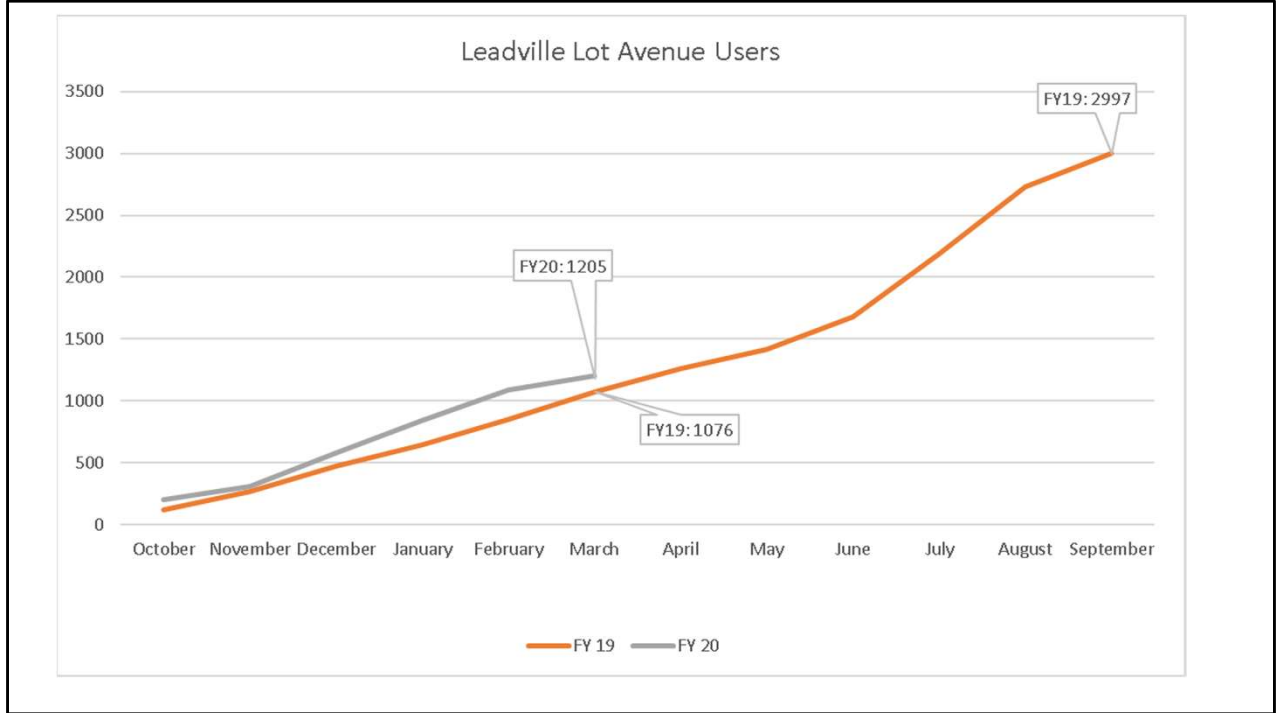
In the fiscal year to date, revenues at the Washington Avenue parking lot are down \$225 (7.8%) relative to the prior year.



In the fiscal year to date, the number of transactions registered at the Washington Avenue parking lot is up 2202 (43%) relative to the prior year.



In the fiscal year to date, revenues at the Leadville Avenue parking lot are up \$344 (10.1%) relative to the prior year.



In the fiscal year to date, the number of transactions registered at the Leadville Avenue parking lot is up 129 (12%) relative to the prior year.



## City of Ketchum

April 17, 2020

Mayor Bradshaw and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

### **Recommendation to approve chip seal oil purchase and distributor service**

#### Recommendation and Summary

Staff respectfully recommends the City Council approve award of a purchase order to Idaho Asphalt for chip seal oil, including freight and distribution services, at a rate of \$548.15 per ton using the following motion:

***"I move to approve Purchase Order 20463 in the amount of \$548.15 per ton and authorize the Mayor to sign the Purchase Order."***

#### Introduction and History

The acquisition of chip seal oil supports the City's upcoming summer street's maintenance program (Chip Sealing). The oil contract consists of providing oil, freight and the distribution of the chip seal oil on the road surface. The selected vendor will work with City staff through the program. City staff hauls, rolls, and sweeps the chips while also providing traffic control, clean up, and project coordination.

Chip Seal dates for this year are anticipated to be June 14<sup>th</sup> and August 8<sup>th</sup> through 10<sup>th</sup>. The City anticipates chip sealing the following streets on August 14<sup>th</sup>; Alpine Lane, Sixth from Spruce to Main and Walnut. August 8-10: Blue Grouse, Graduate, Northwood Way (residential), Stirrup, Spur, Warm Springs Rd from Exhibition to Gates, Valley wood, Latigo, Sawtooth Lane, Clubhouse and Stoneridge. (see attached for more details).

#### Analysis

Pursuant to Section 67-2803(1) of the Idaho Statutes allows cities to "piggyback" on bids provided to other political subdivisions of the state. The proposed purchase order price is the same as a bid awarded to Idaho Asphalt by Power County, Idaho, on February 11, 2019. Idaho Asphalt will honor the 2019 bid, to help us save on the per ton price.

#### Financial Impact

The City expects to use approximately 150 tons of oil this year, resulting in an anticipated total expenditure of approximately \$82,222. This program, including chip seal oil, is part of the Streets Department's maintenance and improvements line item and is included in the budget.

#### Sustainability

At this point in time, there is no substitute for the chip seal oil, for our road maintenance.

Attachments

- Attachment A: Map of 2019 chip seal work
- Attachment B: Idaho Asphalt purchase order

Brian Christiansen  
Director of Streets and Facilities

**ASPHALT BID ITEMS**

Product Only: FOB Location Blackfoot, ID (you choose)  
 Prices do not include freight and is the price per ton on doc.

Asphalt Type	\$/Ton on Dock
MC-500	\$ 655.00
MC-800	\$ 625.00
CRS-2	\$ 445.00
Quickseal 50	\$ 390.00

Asphalt Type	\$/Ton on Dock
CSS-1 DIL 50/50	\$ 390.00

**ALTERNATIVE ASPHALT BID ITEM**

If the bidder has a product that is not on the Asphalt Bid item listed above and would prefer to bid a product for piggyback purposes, the Bidder may place this below.

Product Only: FOB Location Blackfoot, ID (you choose)  
 Prices do not include freight and is the price per ton on doc.

Asphalt Type	\$/Ton on Dock
MC-250	\$ 675.00
SC-800	\$ 625.00
MC-3000	\$ 605.00
CMS-2	\$ 380.00
CMS-2P	\$ 495.00
CQS-1HP	\$ 540.00
CRS-2R	\$ 475.00

Asphalt Type	\$/Ton on Dock
CRS-2P	\$ 495.00
CSS-1	\$ 465.00
CSS-1-DIL 1:1	\$ 390.00
CSS-1H-DIL 1:1	\$ 390.00
DP-1	\$ 472.00
HFE 150	\$ 470.00
HFE 300	\$ 500.00

Asphalt Type	\$/Ton on Dock

**SIGNATURE**

By signing this bid, the Bidder acknowledges that they have carefully checked all of the above figures, have read and understand all the accompanying bid documents and specifications and understands that Power County and/or any other officer thereof will not be responsible for any errors or omissions on the part of the undersigned submitting the bid.

Firm's Name Idaho Asphalt Supply, Inc.

Address 75 N 550 West Blackfoot, ID 83221

Authorized Representative Signature

*Adam Ackerman*

Title

Regional Sales Director

Print Name

Date

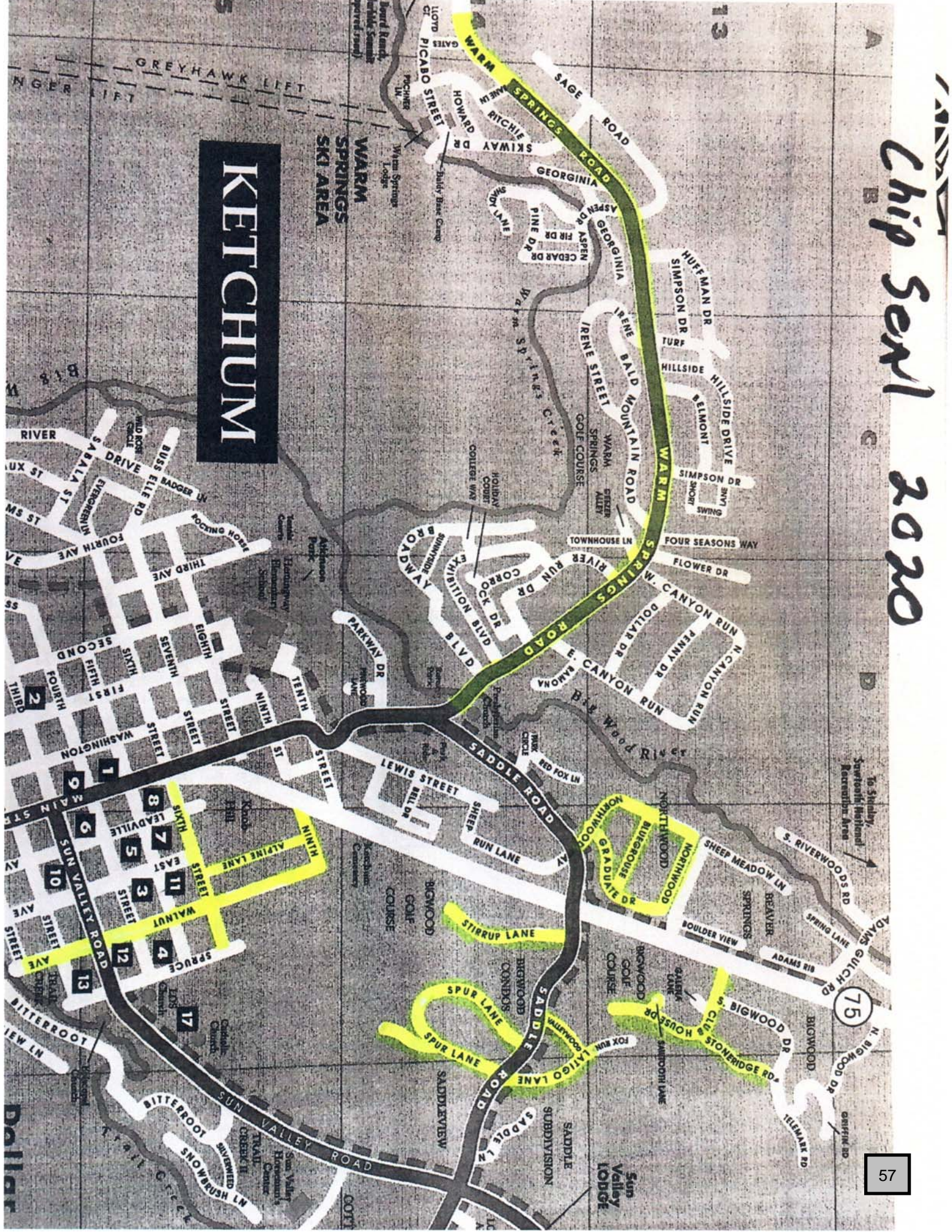
Adam Ackerman

February 11, 2019



Chip Seal 2020

KETCHUM





City of Ketchum

The Ketchum Streets Department will be chip sealing city streets this year, as weather permits. Chip sealing is a very important part of our street maintenance program and one of the most cost effective ways to help maintain the integrity of our streets and help minimize potholes. Without chip sealing, the streets would quickly deteriorate to the point of reconstruction. If you live or have a business on one of the streets scheduled to be treated, please turn off your sprinklers the day your street is scheduled. Wet roads cause the process to be ineffective. Traffic delays will be kept to a minimum.

**PLEASE REMOVE AUTOMOBILES AND OTHER VEHICLES OR EQUIPMENT PARKED ON THE STREET OR RIGHT-OF-WAY PRIOR TO ITS SCHEDULED CHIP SEAL DATE. VEHICLES THAT ARE NOT REMOVED WILL BE TOWED.**

Questions or concerns? Contact Brian Christiansen, Director of Streets & Facilities at (208) 726-7831

<b>Chip Seal Street List 2020</b>	
<b>Street Name</b>	<b>Day</b>
Alpine Lane- Fifth to Ninth	Sunday June 14th
Sixth- from Main to Spruce	Sunday June 14th
Walnut- Main to First	Sunday June 14th
Blue Grouse	Saturday Aug 8th
Graduate	Saturday Aug 8th
North wood Way (residential)	Saturday Aug 8th
Stirrup	Saturday Aug 8th
Warm Spring RD-Exhibition past Gates	Sunday Aug 9th
Spur	Sunday Aug 9th
Valley wood	Monday Aug 10th
Latigo	Monday Aug 10th
Sawtooth Lane	Monday Aug 10th
Clubhouse	Monday Aug 10th
Stoneridge	Monday Aug 10th



Asphalts • Road Oil

P.O. Box 941, Blackfoot ID 83221-0941

Phone: (208) 785-1797

Fax: (208) 785-1818

**IAS CONTRACT No:** 28384

**DATE:** 3/24/2020

**PROJECT #:**

**PROJECT:** Year 2020 Road Oils

**BUYER:** KETCHUM, CITY OF

**DATE OF BID LETTING:** February 11, 2019

**STREET ADDRESS OR SITE:**

**OWNER:**

P.O.BOX 2315

Ketchum, ID 83340

**1. Project Details.** Idaho Asphalt Supply, Inc (“Seller”) agrees to sell and deliver to KETCHUM, CITY OF (“Buyer”), or cause to be sold and delivered to Buyer asphalt product(s) of the kinds and quantities (the “Products”) listed below and under the terms and conditions set forth in this Agreement, and Buyer agrees to purchase and receive and pay for the same, for use by Buyer on the above Project, on the terms and conditions herein stated:

PRODUCT	QUANTITY (Tons)	UNIT PRICE Excluding Sales Tax	Effective Thru	FREIGHT Per Ton	F.O.B.
CRS-2R	150.00	\$475.00	10/31/2020	\$37.15	Blackfoot
DISTRIBUTOR SERVICE \$1,500.00 Minimum Charge		\$36.00/TON or \$240.00/HR (Whichever is Greater)			

**Special Contract Provisions:**

Pricing "piggybacks" awarded offering to the Commissioners of the Power County HWD on February 11, 2019 and will remain firm for the 2020 season. Payment terms are NET 15th; payment is due the fifteenth of the month following delivery. Fuel surcharge on freight will be assessed. A schedule is attached.

**2. Price Terms.** The price for the above Products is valid through the 2020 season and is based upon product(s) sold by Seller FOB one of Seller’s facilities. Seller reserves the right to supply product(s) from any of Seller’s or its affiliated facilities.

**3. Adjustments for Escalation.** If a price escalation for the Products subject to this Agreement occurs automatically or is invoked by Seller or Buyer in accordance with state contract specifications, Buyer agrees to pay Seller, or pass directly through to Seller, the amount of such escalation in addition to the prices above within fifteen (15) days of Buyer’s receipt of such escalation. Buyer will provide Seller with all information pertinent to escalation. Escalation/de-escalation amounts will be reconciled monthly and invoiced as a debit/credit based on monthly shipping reports.

**4. Schedule.** Buyer and Seller shall agree in writing to a delivery schedule at least thirty (30) days prior to commencement of the Project. Proposed changes to the project delivery schedule must be submitted to Seller in advance via facsimile or electronic mail and will be fulfilled at the discretion of Seller; Seller shall not be responsible for delay or back charges resulting from such schedule changes. Buyer shall provide to Seller a written order for all Products to be delivered by Seller at least one (1) week prior to the requested delivery date. If Buyer does not take delivery of ordered product in accordance with the delivery schedule, Buyer may be held responsible for Seller’s costs for said product, including, but not limited to: manufacturing, additive, storage and reprocessing costs. Buyer shall notify Seller immediately of any Project change orders or anticipated volume changes for which the changes are in excess of ten percent (10%) of the original order. Quantities deleted in excess of 10% of the original order may be subject to restocking fees or reprocessing costs while quantity overruns exceeding 10% of the original order are subject to re-pricing based on current market conditions.

**5. Payment/Billing.** Seller shall submit to Buyer an invoice, sent to the address indicated above, evidencing amounts due pursuant to this Agreement (the “Invoice”). Invoice amount(s) are due and payable by the 15th of following month. Buyer shall submit a copy of each invoice or invoice number with payment. Any invoice amounts not paid in accordance with the terms stated above shall bear interest at a rate of 1¾% per month from and as of the due date. In the event payment is not received as stated above Seller may, at its discretion, suspend further shipment(s) to Buyer. Buyer does not have the right to offset for any reason.

**6. Specifications - Seller’s Limited Liability.** The Products will conform to the specifications of the Idaho Transportation

Bid Number: 000028384

Buyer Initials \_\_\_\_\_ Contract # 28384

Department. Conformity of the Products to such specifications shall be determined by Seller's certified test results at the point of title transfer. Buyer agrees to strictly adhere to Seller's Product Handling Guidelines. In the event anti-strip is added to any product at the request of Buyer, Seller shall not be responsible for any resulting non-conformance of the product. IN THE EVENT PRODUCT IS DELIVERED TO BUYER THAT DOES NOT CONFORM TO THE AGREEMENT SPECIFICATIONS AT THE POINT OF TITLE TRANSFER, THE EXTENT OF SELLER'S LIABILITY IS EXPRESSLY LIMITED TO THE COST OF REPLACEMENT OF ANY SUCH NON-CONFORMING PRODUCT. SELLER SHALL NOT BE LIABLE TO BUYER OR A THIRD PARTY FOR ANY OTHER DAMAGES, INCLUDING, WITHOUT LIMITATION, SPECIAL, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES. BUYER SHALL BEAR THE BURDEN OF PROOF THAT THE PRODUCTS FAILED TO CONFORM TO THE APPLICABLE SPECIFICATIONS AT THE POINT OF TITLE TRANSFER.

**7. Product Return Policy.** Products may only be returned upon Seller's written approval. In the event Seller agrees in writing to accept the return of any Product, Buyer shall be responsible for the full transportation costs, including, without limitation, restocking fees on the returned Product and, in the event of transportation arranged by Seller, any incidental charges as set forth under Paragraph 8. In the event Seller agrees to accept return of contaminated and/or diluted material, Buyer shall be responsible for all reprocessing and/or additional chemical costs.

**8. Seller-Arranged Transport.** If Seller agrees to arrange for transportation of the Product by a carrier, additional charges will apply, including, freight/transportation charges, which are a separate item. Product shall be shipped by any carrier designated by Seller. Delivery of quantities less than 30-tons will result in minimum freight charges. Where specified, freight prices are subject to a fuel surcharge at the time of delivery. A surcharge schedule is available upon request. Buyer agrees to pay the following additional charges as invoiced: (i) Unloading fees in excess of 3.00 hours, \$125.00 per hour, (ii) Overnight holdover fee, \$400.00 per night, (iii) Restocking fee on returned product, \$250.00, (iv) Multiple location unload fee, \$150.00 per each additional site, Equipment charge for jobsite pump-off flat fee, each occurrence (no polymer modified asphalts) \$125.00. Truck hold fee for each truck placed on hold at the plant by the customer in excess of 2.00 hours, \$100.00 per hour. Freight charges will be assessed and invoiced at 50% of the quoted freight rate per ton for returned product.

**9. Buyer-Arranged Transport.** Unless Seller agrees to arrange for the transportation of the Product in writing, Buyer shall be responsible for arranging the transportation of the Product. Buyer agrees to provide to Seller all Seller required insurance documentation for carrier to access any Seller facility.

**10. Bond Disclosure.** Upon written request by Seller, Buyer agrees to provide a copy of the applicable contractor's bond or payment bond, which shall include the name and address of the general contractor and the owner of the property.

**11. Transfer of Title/Risk of Loss.** Title and risk of loss for the Products transfers to Buyer at the loading flange of Seller's facility.

**12. Seller's Right to Lien.** Seller is entitled to full lien and other rights provided by law to a supplier or installer of materials for all Products supplied.

**13. Unfulfilled Agreement Penalty.** If Buyer has failed to take delivery of at least seventy-five percent (75%) of the contracted Product(s) by the end of the applicable delivery schedule, Buyer shall pay to Seller an amount equal to (a) the purchase price of the contracted Products that have not been delivered to Buyer, multiplied by (b) fifteen percent (15%) (the "Unfilled Agreement Penalty"). For purposes of this paragraph, the determination of the Unfilled Agreement Penalty shall exclude any Products requested by Buyer which Seller opted not to supply pursuant to Paragraph 14 of this Agreement.

**14. Termination.** Seller may terminate this Agreement if, in Seller's reasonable judgment, Buyer is unworthy of commercial credit or is in default of this Agreement. In addition, Seller may immediately terminate this Agreement and any other contract between the parties without advance notice in the event Buyer is in default for non-payment pursuant to this Agreement or any other agreement between the parties hereto.

**15. Force Majeure.** Seller shall be relieved from liability for failure to deliver the Products for the time, and to the extent, such failure is occasioned by: government regulation, shortage of transportation, raw materials and/or supplies, disruption or breakdown of production or transportation facilities or equipment, war, fire, explosion, riot, strike or other industrial disturbance, act of God, or Seller's inability, after reasonable diligence, to obtain necessary equipment, materials or supplies, in whole or in part, at reasonable prices in relation to the prices established herein, or by any other cause, whether or not listed above, which is beyond the reasonable control of Seller.

**16. Buyer's Indemnification of Seller.** Buyer agrees to defend and indemnify Seller against any private or public administrative or judicial inquiry or action brought under any local, state, or federal environmental laws or rules as a result of Buyer's use of any Products

purchased under this Agreement. Buyer further agrees to defend and indemnify Seller against any private or public administrative or judicial inquiry or action brought under any local, state, or federal environmental laws or rules as a result of Seller's transport of any Product to a site selected or designated by Buyer.

**17. Venue.** This Agreement shall be construed and enforced in accordance with the laws of the State of Idaho without regard to conflicts-of-laws principles that would require the application of any other law. Any action or proceeding seeking to enforce any provision of, or based on any right arising out of, this Agreement may only be brought against a Party in the State courts sitting in Idaho Falls, Idaho or Federal courts sitting in Pocatello, Idaho and each Party consents to the jurisdiction of such courts (and of the appropriate appellate courts) in any such action or proceeding and waives any objections to venue laid therein. Process in any action or proceeding referred to in the preceding sentence may be served on any Party anywhere in the world.

**18. Integration.** This Agreement embodies the entire Agreement between Seller and Buyer and supersedes any prior agreement for the Project, whether oral or written.

**19. Fees and Costs.** Should Buyer default in the performance of any of the covenants or agreements contained herein, Buyer shall pay to Seller all costs and expenses, including but not limited to a reasonable attorney fees, including such fees on appeal, which Seller may incur in enforcing this Agreement or in pursuing any remedy allowed by law for breach hereof, whether such is incurred by the filing of suit or otherwise.

**20. Modifications, Waiver, and Assignment.** Modification of this Agreement is valid only if executed in writing by the parties hereto. Waiver of any breach by Seller or Buyer of any terms, conditions or obligations hereto shall not be deemed a waiver of subsequent breaches of the same or other nature. Buyer may not assign this Agreement or any interest herein without the prior written consent of Seller

**21. Ratable for Commercial HP Tons.** For commercial Hotplant contracts, Buyer agrees to take possession of Products in a Ratable fashion unless previous arrangements have been agreed to in writing by Seller. In the event Buyer does not take possession of Products in a Ratable fashion, Seller reserves the right to reduce any committed quantities upon providing 15 day advance written notice to Buyer. Seller recognizes that weather and seasonality may impact Buyer's delivery schedule.

**22. Enforceability.** In order to be enforceable, this Agreement must be executed and returned to Seller within ten (10) days of 3/24/2020 the date in the heading block. In the event Buyer accepts delivery of product from Seller without providing to Seller an executed copy of this Agreement, Buyer shall be deemed to have agreed to and accepted all of the terms and provisions of this Agreement and all product delivered to Buyer shall be subject to the terms and provisions of this Agreement to the same extent as if Buyer executed and delivered to Seller this Agreement. In the event of any conflict between the terms and provisions of this Agreement and any purchase orders or other documentation provided to Seller by Buyer, the terms and provisions of this Agreement shall take precedence and be controlling. Seller may, at its discretion, refuse to deliver product represented by this Agreement to Buyer until this Agreement has been executed in full by both parties.

BUYER:  
KETCHUM, CITY OF

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

SELLER:  
Idaho Asphalt Supply, Inc

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



City of Ketchum  
City Hall

April 17, 2020

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

Mayor Bradshaw and City Councilors:

**Recommendation to approve Purchase Order 20462  
For Paint Striping**

**Recommendation and Summary**

Staff is recommending the council approve Purchase Order 20462 with Idaho Traffic Safety for paint striping and adopt the following motion:

**"I move to approve Purchase Order 20462 for \$47,343.78 with Idaho Traffic Safety and authorize the Mayor to sign the PO."**

The reasons for the recommendation are as follows:

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

**Introduction and History**

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

**Analysis**

Because of the staffing and equipment requirements involved in the paint striping work, the City of Ketchum has historically contracted out the work. So, on March 13, 2020, the City of Ketchum released an Invitation for Bids (IFB) publicly on its website and also sent the bid documents to known paint striping contractors. On March 16, 2020, only one bid was received by the City of Ketchum as summarized below:

Contractor	Bid Amount
Idaho Traffic Safety	\$47,343.78

The bid was deemed responsive and responsible by staff and the only bidder, Idaho Traffic Safety, is being recommended for award by City Council. This year's bid is for the same price as last year's work.

**Sustainability Impact**

The City is unaware of a more sustainable approach to line striping that adequately meets safety requirements.

**Financial Impact**

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

Attachments

- Attachment A: Purchase Order 20462
- Idaho Traffic Safety Bid



City of Ketchum  
City Hall

## Purchase Order

Number: 20462  
Date: 4/20/2020

Vendor: Idaho Traffic Safety  
3400 East Sunnyside Road  
Idaho Falls, ID 83406-7723

Quote Ref: QQQQQQ

Quantity	Item # / SKU	Description	Item Cost	Total Cost
1	Paint Striping	See Attached Bid Document		\$ 47,373.78
			<b>Total</b>	\$ 47,373.78

The City of Ketchum is a tax-exempt political subdivision of the State of Idaho.

Please confirm this City of Ketchum Purchase Order with Grant Gager, Director Finance & Internal Services, at [ggager@ketchumidaho.org](mailto:ggager@ketchumidaho.org) or (208) 726-3841.

Please coordinate the project with:

City of Ketchum  
Attn: Brian Christiansen  
480 East Avenue N  
Box 2315  
Ketchum, ID 83340

Order Submitted By:

\_\_\_\_\_  
Neil Bradshaw



Item	Description	Quantities	Price/ unit	Extended
1.	Crosswalks, 24" Straight bars, approx 8' wide, approx 65' long.	161 ea	\$60.00	\$9,660.00
2.	Do Not Block 48" tall letters Paint	14 each	\$40.00	\$560.00
3.	Crosswalks with Diagonal Crossing Paint	2 each	\$75.00	\$150.00
	<b>Additional bike Path Work</b>			
3.	5 bar triangle Road Paint	19 each	\$25.00	\$475.00
4.	5 bar triangle Bike Path Paint	38 each	\$20.00	\$760.00
5.	Small bike Stencil for bike path Paint	30 each	\$25.00	\$750.00
6.	Large bike stencil for road Paint	19 each	\$20.00	\$380.00
7.	Large X-ing Paint	19 each	\$20.00	\$380.00
8.	8" fog line Paint	1200 lf	\$0.30	\$360.00
9.	Caution for Bike lane Paint	38 ea	\$21.00	\$798.00
10.	Small Speed Limit sign for Bike Lane	20 ea	\$38.00	\$760.00
	Items 1-10 need to be completed by May 20 <sup>th</sup>			\$15,033.00
11.	Yellow Curb Misc <b>As directed</b> Paint	100 lf	\$0.65 / lf	\$65.00
12.	Centerline <b>The centerline striping price is per lf of paint applied not per linear foot of double yellow applied.</b>	58,508 lf	\$0.115	\$6,728.42
13.	Edge line Striping 4"-White Paint	15,934 lf	\$0.18	\$2,868.12
14.	Parking stripes Paint	27,300 lf	\$0.28	\$7,644.00
15.	Stop bars Paint	116 each	\$25.00	\$2,900.00
16.	Stop stencil 48" tall Paint	10 each	\$25.00	\$250.00
17.	Handicap symbols White on blue Paint	28 each	\$45.00	\$1,260.00
18.	Turn arrows Paint	8 each	\$20.00	\$160.00
19.	Combo Straight & Curve arrows Paint	11 each	\$25.00	\$275.00
20.	Fogline Striping 8" White Paint	10,032 lf	\$0.32	\$3,210.24
21.	Sharrow's Paint	35 ea.	\$20.00	\$700.00
22.	Chevron's Painted on Speed Bumps Paint	5 ea.	\$50.00	\$250.00
23.	Mobilization Note 2	1 ls	\$6,000.00	\$6,000.00
	Items 11 - 20 need to be completed by June 1 <sup>st</sup>		Total items 11 - 21	\$32,310.78
	Extension ( If there is a discrepancy between the unit price and the extension the unit price is the correct price.)		Project Total	\$47,343.78
	Please read all notes regarding this bid, Thank You!			

Notes:

1. All prices are “per application”. If the bike bath is requested to be painted in May and then again after the seal coat that would be 2 applications with each being paid for at the above prices.
2. There is an extra \$1,000.00 mob fee per extra trip. If you add something beyond what we already know about, this is what this extra fee is for.
3. Bid price is the per each item cost, not the extended price. Any extra items added to the original quoted number will be charged the per each price and not the extended price.
3. Red curb will not exceed amount allotted, price / lf @ \$ 1.85 / lf.
4. Contact Supervisor is Ryan Williams (208) 201-1909

**City of Ketchum (Road and City Striping.) Fax 208.726.7836 March 16, 2020**

Again this year, Thank you for giving us the opportunity to bid and as always we look forward to working with you and your staff and making your town beautiful.

Questions or Comments,

Dustin Smith  
Bid Estimator  
Parking Lot Estimator  
(208) 522-4470  
[dsmith@idahotrafficsafety.com](mailto:dsmith@idahotrafficsafety.com)

Agreement:

Job Title: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_



City of Ketchum  
City Hall

April 17, 2020

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

Mayor Bradshaw and City Councilors:

**Recommendation to approve Purchase Order 20465  
For a Roller**

**Recommendation and Summary**

Staff is recommending the council approve Purchase Order 20465 with GMW Equipment LLC for the purchase of a roller and adopt the following motion:

**"I move to approve Purchase Order 20465 for \$27,950.00 with GMW Equipment and authorize the Mayor to sign the PO."**

The reasons for the recommendation are as follows:

- The City of Ketchum maintains its streets using a chip seal process each summer.
- The City of Ketchum does not have all necessary equipment in-house and the availability of equipment has adversely impacted the ability to perform required maintenance in a timely manner.

**Introduction and History**

The City of Ketchum Streets and Facilities Maintenance Department applies a mixture of hot oil and small-sized gravel ("chip seal") to City streets each summer as part of its normal state of good repair work. The work consists of an outside vendor applying the hot oil to the roadway followed by city crews laying the gravel ("chips") over it. After application of the chips, the roadway is typically rolled to ensure adherence of the chips to the oil.

The City of Ketchum has historically used equipment from neighboring jurisdictions or rental companies for the chip seal process. The availability of equipment in recent years has adversely impacted the City's ability to perform the necessary state of good repair work in a timely manner. To ensure staff's ability to perform the work, the Ketchum City Council approved purchase of a refurbished chip spreader during its March 5, 2018, meeting.

**Analysis**

Due to the high demand for the specialized equipment during the summer construction season, and complexity of scheduling third-party equipment and vendors, the Streets Department has recently investigated the procurement of necessary equipment to ensure the work can proceed as needed.

The Streets Department has identified a suitable piece of equipment from GMW Equipment LLC. Pursuant to Idaho Statute section 67-2803(8), which is incorporated into the City purchasing procedures, the procurement of used personal property is exempt from certain procurement requirements and direct purchase of suitable equipment is allowed. Since the chip spreader purchase, the roller is the last piece of unowned equipment necessary to do the work and annual rental is approximately \$2,500, representing an 11-year payback period. The City expects the equipment to last more than that time.

**Sustainability Impact**

The procurement of a used piece of equipment will prolong the life of such equipment and eliminate the resources associated with transporting rental equipment to the valley.

Financial Impact

The Streets Department will fund the purchase using savings from the professional services account associated with snow removal.

Attachments

- Attachment A: Purchase Order 20462
- GMW Equipment Invoice



City of Ketchum  
City Hall

## Purchase Order

Number: 20465  
Date: 4/20/2020

Vendor: GMW Equipment LLC  
650 E Expressway 83  
San Juan TX 78589

Quote Ref: 1681

Quantity	Item # / SKU	Description	Item Cost (\$)	Total Cost (\$)
1	Dynapac CP 142 Roller	S/N 2163BR2442	25,000	25,000
1	Delivery to Ketchum ID	FOB Ketchum	2,950	2,950
			<b>Total</b>	<b>\$ 27,950</b>

The City of Ketchum is a tax-exempt political subdivision of the State of Idaho.

Please confirm this City of Ketchum Purchase Order with Grant Gager, Director Finance & Internal Services, at [ggager@ketchumidaho.org](mailto:ggager@ketchumidaho.org) or (208) 726-3841.

Please Ship Above Listed Items to:

City of Ketchum  
Attn: Brian Christiansen  
210 Tenth Street  
Box 2315  
Ketchum, ID 83340

Order Submitted By:

\_\_\_\_\_  
Neil Bradshaw

**GMW Equipment LLC**  
650 E Expressway 83  
San Juan, TX 78589 US  
gmwequipment@gmail.com



# INVOICE

**BILL TO**

City of Ketchum  
480 East Ave N  
Ketchum, ID 83340  
United States

**SHIP TO**

City of Ketchum  
480 East Ave N  
Ketchum, ID 83340  
United States

**INVOICE #** 1681

**DATE** 03/30/2020

**DUE DATE** 03/30/2020

**TERMS** Due on receipt

---

ACTIVITY	QTY	RATE	AMOUNT
<b>Dynapac CP142 Roller SN#2163BR2442</b>	1	25,000.00	25,000.00
<b>Sales</b>			2,950.00
Delivery to Ketchum, ID			
No Sales Tax: Government			

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ALL EQUIPMENT IS SOLD AS-IS. WE APPRECIATE YOUR  
PROMPT PAYMENT.

**BALANCE DUE**

**\$27,950.00**

# Economic Development Organization Report

## Business Meeting Summary

Month	Company	Industry	Contact Name	City	Nature of Visit and Next Steps
July	Limelight Hotel Ketchum	Hospitality	John Curnow	Ketchum	regular check-in, discussed occupancy rates and ways to increase marketing
July	Scott eVest	Outdoor Recreation	Dom Cooper	Ketchum	Introductory meeting with new manager. Company recently off-boarded email and
July	Building Contractors of the Wood River	Construction	Tim Carter, Board	Ketchum	Contractors in Blaine County are just starting to feel like the recession is over. Some
July	Black Tie Ski Rentals	Outdoor Recreation	Ryan Mancl	Ketchum	At-risk business. Been operating for 5 years in SV. Performance has not met owners
July	Mayhem Marketing	Digital Marketing	Kelsey Bates	Ketchum	New start up. Introductory meeting. Talent attraction and development of a 'free-
July	QBS Solutions	Service	Toni Himelman	Ketchum	Updates on talent attraction problem; new customer prospects
July	Picabo Ranch Supply	Retail	Nick Purdy	Picabo	Interest in selling ranch supply business to sole proprietor to take into future.
July	WK Motors	Automotive	Mike Higgs	Carey	Interest in selling business to sole proprietor to take into future. Uncertain on how
July	Northwest Door & Mill	Construction & Trades	Davenport	Carey	Interest in selling cabinet making business. Inventory, customer lists and
August	Warfield Distillery	Restaurant	Alex Buck	Ketchum	Expanding rest/brewery to increase manufacture more beer and spirits, add tasting room. Kitchen 4 FTEs now, 2-4 more phase 1, additional 2 longer term.. Distilling/Distribution 8-10 , 3 new restaurant. \$6-7 m building & equipment. Brewery opens Dec, rest of Jan 20. New chef is David Cruz (former Tundra, Evergreen. Looking for temp cold storage
August	Idaho Cycles	Retail	Mark Carnes	Ketchum	Out of garage to small retail shop in Hotel Ketchum. Business good this summer. Still does home visits
August	SEI Huntington Steel	Financial Services	Patsie Gove	Sun Valley	New satellite virtual office for Sun Valley custody, trust firm based in Oak PA. Two principles working periodically in Blaine
August	Limelight Hotel Ketchum	Hospitality	John Curnow	Ketchum	Increasing their minimum wage for non-tip staff to \$15/hr as an Aspen Ski Co imposed policy change
August	Mason Family Restaurants	Restaurant	Scott Mason	Ketchum	Worst summer ever in terms of bak and front of house staffing hiring and retention. Desperately need access to trained culinary staff
August	Color House	Construction & Trades		Ketchum	Large numbe of new projects
August	The Nook	Events	Kim Havens	Ketchum	an app approach
August	Marketron	Technology	Matt Wellner	Hailey	Reactivating interest in TRI application
August	Building Contractors of the Wood River Valley	Construction & Trades	Tim Carter	Ketchum	Regional planning and staffing dilemma
September	Hanger Baking	Restaurant	Rodrequez	Hailey	Relocated wholesale bread artisan; 1 employee supplying Atkinsons, Ketchum Kitchens
September	Sun Valley Guides	Outdoor Recreation	Zach Christ	Ketchum	Planning expansion of services for winter 2019-20
September	Boise State University	Education	Todd Cooper	Ketchum	Intro meeting with new busdev person
September	CSI	Education	Brandy Turnipseed	Twin Falls	Preparation of Apprenticeship application for culinary program
September	The Chamber	Business Association	Mkike McKenna	Hailey	Review of marketing programs for ROY
September	Cox Business	Communications	Grady Gigsted	Ketchum	Review of current broadband offer/market position
September	Hailey Rotary	Business Association	Kathleen Eider	Hailey	Presentation on current projects
September	Jon's Heating	Construction & Trades	Jon Hoopes	Carey	Growth of business to 18 employees; training several new apprentices; market strong
September	Hazlette Wealth Management	Financial Services	Suzanne Hazlette	Ketchum	Economic Summit, role of non-profits in WRV Business update, they had to close their ketchum pub several days during the lunch hours this summer due to lack of staff, Paul estimated they were about 120 labor hours short of necessary staffing levels this summer.
September	Sawtooth Brewery	Food & Beverage	Paul Holle	Hailey	Check in on merger (formerly Idaho Independent Bank), Referred Alex to The Advocates who run a 'skills for success program' and she hired a teller as a result
September	First Interstate Bank	Financial Services	Alex Stoll	Ketchum	Advocates who run a 'skills for success program' and she hired a teller as a result
October	Northwest Bank	Financial Services	Michael Trueba	Boise	Looking at possible location opening, SVED made intro to potential client:
October	Cox Business	Communications	Guy Cherp, Julie Minton	Ketchum	Economic Summit, rural broadband issues
October	Power Engineers	Infrastructure	Frank Halverson	Hailey	Local workforce is expected to remain around 230. All divisions are expected to be
October	Trailing of the Sheep Festival	Not for Profit	Laura Drake	Ketchum	Event recap. Attendance increasing. SVED to update EIA with 2019 data in 2020.
October	The Valley Club	Recreation	Barry Bevers	Hailey	Talent attraction and seasonal housing needs
October	Elevation Air Club	Transportation	Clint Ostler	Hailey	New owner of former SV Air Club. Helping reach clientelle and helping understand

October	First American Title	Financial Services	Jimmy Bates	Ketchum	New manager. 1st time summit attendee
October	Leed Look Listen	Technology	Gary Leeds	Ketchum	update on new product line and media partnerships
October	Northwest Trophy	Retail	Rob Anderson	Hailey	intro to new local business on trophies with Seattle base
October	Kirk Group	Real Estate	George Kirk	Ketchum	discussion on commerical markets and SUR housing proposa
October	US Global Leadership Coalition	Not for Profit	Luke Wentz	Wash DC	International trade advocacy organization setting up Idaho Chapter; agreed to participate on state advisory committee
October	Blaine Co Food Council	Not for Profit	Amy Mathias	Hailey	group meeting of local food producers to discuss collaborator
October	SVED Economic Summit	Not for Profit	Dave Patrie	Sun Valley	Annual economic summit with 250 local leaders and businesses
November	Joes Backhoe	Construction & Trades	Joe	Bellevue	Huge talent gap; 28 employees could use 10 more; turning away new customers; 50 pieces of equip with 50% idle due to lack of trained operators
November	Chums	Recreation	Tiffany Deuter	Ketchum	Introduction to new sales associate
November	Silver Creek Assisted Living	Service	Anita Northwood	Hailey	Owner seeking information on competitve wages for region to benchmark their
November	Blaine Co Contractors Association	Construction & Trades	Jeff Anderton	Hailey	Bi annual meeting with 40 members; discussed potential for hosting vocational training programs across membersjhip
November	Cold Creek Storage	Transportation	John Petzel	Hailey	New family seeking investment opportunities in local cold storage facilities to help
December	Pegg Group	Hospitality	Brandon	Ketchum	Analytical support for new hotel project
December	Tourism Coalition	Hospitality	Scott Fortner	Sun Valley	Review of alternative LOT funding options
December	Sun Valley Institute	Not for Profit	Ali Long	Sun Valley	Board meetings
December	Rose Associates	Communications	Jeff Rose	Sun Valley	Startup of media rollup organzation
December	Silver Creek Livestock	Agriculture	Brandon	Bellevue	Sustainable beef production processing options review
December	Advanced Data	Construction & Trades	Jack Purdeck	Ketchum	Review of electricla subcontractors market
December	Center for the Arts	Not for Profit	Ron Gfreenspan	Ketchum	Wine auction 2020 planning assistance
December	Ketchum Closets	Retail	Adam Smith	Ketchum	Exploration of setting up Ketchum based expansion from Vail and Jacksor
December	Revelry Group	Service	Jim Crystal	Sun Valley	Discussion about relocation and TRI application
December	Blaine County	Government	Commissioners	Hailey	Continued discussion on Small Unit Residential proposal
December	SPUR Foundation	Not for Profit	Sallie Gillespie	Ketchum	Discussion on NFP fundraising
January	ARCH	Not for Profit	Michelle Griffith	Ketchum	Affordable housing, LIHTC specific, follow QAP
January	Jaquet Sun Valley Tours	Hospitality	Wendy Jaquet	Ketchum	demand for concierge services, succession planning
January	Idaho National Lab	Energy	Amy Lientz	Idaho Falls	SVED membership, INL goals for regional economic development
January	Nardagani	Not for Profit	Narda Pitkethley	Ketchum	managing company growth, identifying capital funding
January	Maude's Coffee & Clothing	Restaurant	Jacob Frehling	Ketchum	pitch idea for new product, relocation plans to due current location being
January	Rebecca's Private Idaho	Recreation	Monica Catalano	Ketchum	Event economic impact analysis, identify a mentor to help manage growth in org staffing, coordination with Chamber, possible role for Chamber at Ketchum visitor center
January	State Farm	Financial Services	Patrick Buchannan	Ketchum	Company growth plans, add 2 positions in 2020, talent needs assessment for county
January	Redfish Technology	Professional Services	Rob Reeves	Hailey	Membership, economic impact analysis for organization, employee developmen!
January	Mt Rides	Government	Wally Morgus	Hailey	opportunities to work with SVCI, impacts of worker shortage - picked up by using SV Co. visa workers,
January	Atkinson's Markets	Retail	Chip Atkinson	Ketchum	Branding the "Ketchum North" business district, hosting SVED forum, occupancy and bookings
January	Hotel Ketchum	Hospitality	Shannon Allen	Ketchum	Holiday business killer especially with catering
January	Raspberry's	Hospitality	Callie	Ketchum	Possible integration of valley organizations
January	Visit Sun Valley	Hospitality	Scott Fortner	Ketchum	Discussion about perfroming EIA
January	SV Symphony	Not for Profit	Daniel Hanson	Ketchum	Discussion about possible eligible projects for funding
January	MoFi			Ketchum	Discussion about investment, talent and expansion opportunities
January	Rixon Excavation	Construction & Trades	Karl Rixon	Bellevue	social media plan, creative services directory idea
February	Studio 360 Design	Professional Services	Sarah Shepard	Hailey	



February	Idaho Power	Utilities	Dan Olmstead	Hailey	business attraction segments good for power (data centers), public transportation transitioning to electric
February	Sawtooth Development	Real Estate Development	Scott Deserault	Ketchum	summit topics and format, Blaine County development opportunities
February	US Bank	Financial Services	Mary Caldwell	Ketchum	talent attraction and retention, 6 open positions across 3 branches
February	Sun Valley Resort	Hospitality	Tim Silva	Sun Valley	Census count of seasonal workers, EPIC pass, IEDA tour of employee housing
February	DL Evans Bank	Financial Services	Jeff Smith	Ketchum	ADU's and financing effects, talent attraction and retention, possible new branch in Bellevue, need for consumer credit counselors, IHFA collateral support
February	Cox Business	Communications / Utility	Jackie Owens	Ketchum	New business opportunities and new product availability, SD-WAN
February	Cox Communications	Communications / Utility	Guy Cherp	Ketchum	Census PSA's, talent attraction, community development
February	First Interstate Bank	Financial Services	Alex Stoll	Ketchum	staffing, branch locations / expansion,
February	McAlvain Construction	Construction & Trades	Gary Beck	Ketchum	Development projects
February	Fisher Sports	Recreation	Mike Hatstrup	Ketchum	Conversation about potential move of HQ from NH to SV; president interested but any followup is 6-9 mo in future; possibility for 10-20+ jobs
February	Sage School	Education	Matt Leidecker	Hailey	Possible collaboration on food projects with students
February	Clear Direct	Professional Services	Diana Craven	Ketchum	Review of VSV marketing programs
February	SQN	Recreation	Megan Lengyel	Sun Valley	Discussion about next growth phase and marketing plans,
March	Conrad Bros	Construction & Trades	Paul Conrad	Ketchum	Closed 17 projects worth \$70m; laid off 50 of 60 staff; needs govt support to help recovery
March	Hennessy Co	Construction & Trades	Dave Hennessy	Hailey	Stopped 2 projects; furloughing 6 employees
March	Wood River YMCA	Recreation	Jason Scherer	Ketchum	Closed; holding staff layoffs until stimulus package clear
March	Sun Valley Co	Hospitality	Tim Silva	Sun Valley	Closed; 40 seasonal staff released early & being repatriated to country of origin
March	Warfield Distillery	Restaurant	Alex Buck	Ketchum	Closed & remodel stopped
March	Atkinsons	Retail	Chip Atkinson	Blaine	Operating under reduced hours
March	The Mint	Restaurant	Jennie Conrad	Hailey	Closed; laid off all 40 staff
March	The Limelight	Hospitality	John Curnow	Ketchum	Closed; laid off 30 staff
March	Barrío 75	Restaurant	Dave	Ketchum	Closed for minimum 3 months; 40 staff laid off
March	90 restaurants	Restaurant	various	Blaine	majority closed, 50% offering takeout only
March	DL Evans Bank	Financial Services		Ketchum	Remote working; review of bank crisis lending programs, client situations
March	Idaho First Bank	Financial Services	Bob Buersmeyer	Ketchum	Remote working; review of bank crisis lending programs, client situations
March	Zions Bank	Financial Services	Mary Sfinge	Ketchum	Remote working; review of bank crisis lending programs, client situations
March	Bank of the West	Financial Services	Ken Nelsen	Ketchum	Remote working; review of west crisis lending programs, client situations
March	US Bank	Financial Services	Neil Siegel	Ketchum	Remote working; review of bank crisis lending programs, client situations
March	Mountain West Bank	Financial Services	Dave Hansen	Hailey	Remote working; review of bank crisis lending programs, client situations
March	Spur Foundation	Not for Profit	Sallie Gillespie	Ketchum	Remote working; review of NFP impacts, community support
March	Sun Valley Film Festival	Not for Profit	Candice Pate	Sun Valley	Closed; review of business impacts, event cancellations
March	Sun Valley Ski Education	Not for Profit	Cynthia Knight	Ketchum	Closed; review of business impacts, event cancellations
March	Hunger Coalition	Not for Profit	Joanne Dixon	Bellevue	Essential staff only; review of NFP impacts, community support
March	Senior Connection	Not for Profit	Jeanie Lipton	Hailey	Essential staff only; review of NFP impacts, community support
March	Pioneer Title	financial Services	Tabbitha Hayes	Ketchum	prospective investor
March	Atkinson's Markets	Retail	Chip Atkinson	Ketchum	new developments in industry
March	WaFd	financial Services	Eric Madsen	Hailey	general state of business, branch management, staffing
March	DL Evans Bank (phone)	Financial Services	Jeff Smith	Ketchum	SBA loans
March	Idaho Mt. Express (phone)	Media	Pam Morris	Ketchum	checking in on staff levels and health, running remote business

Blaine County EDO  
January 2020

**Commerce Programs** – waiting on internal Company discussions for Project Jester TRI application

**Business Attraction** - developing questionnaire and program for implementation of formal talent need assessment for local businesses; evaluating options to establish social media program focused on mid-level career professional recruitment from Intermountain West metro areas; Marriott Autograph hotel with 100 rooms secured PUD approval from City Council; new higher end restaurant Barrio 75 opening doors next month at Hotel Ketchum

**Business Expansion** – Scheduled membership renewals with funding support from 6 companies

**Business Retention** – na

**Business Creation** – Continued progress on SV Culinary Institute startup:

- Retrofit 90% complete
- Equipment delivered
- Pre-inspections for technical inspections and certificate of occupancy
- Screening candidates for Head Instructor
- Recruiting candidates for 1<sup>st</sup> cohort of professional students
- Continued progress on Federal Apprenticeship application
- Fundraising in excess of 70% of campaign target

**Placemaking** – Continued meetings of Tourism Coalition to establish independent funding mechanism for regional marketing organization

**Training** – na

**Other** – adjusting approach on small unit residential housing regulatory proposal based on feedback from county commissioners; several middle income housing developments with potential for 150 units mixed ownership and rental approaching P&Z in Hailey; Strahorn development project for 100 units approved by Bellevue City Council; assisting IEAD with structure of Spring educational program

**Summary Highlights**

- Two major new hotel projects actively progressing
- Continued progress to culinary institute implementation

Blaine County EDO  
February 2020

**Commerce Programs** – waiting on internal Company discussions for Project Jester TRI application; inquiry to Commerce about emergency/disaster relief programs for not-for-profits organizations and events

**Business Attraction** – planning for rollout of formal talent need assessment for local businesses at 1Q forum; social media program on hold based on budgetary limitations following RFI responses

**Business Expansion** – Scheduled membership renewals with funding support from 6 companies

**Business Retention** – evaluating C-19 impacts on struggling businesses

**Business Creation** – Continued progress on SV Culinary Institute startup:

- Retrofit complete
- Equipment installed
- Interviewing 4 candidates for Head Instructor role
- Recruiting candidates in Idaho for 1<sup>st</sup> cohort of professional students
- Federal Apprenticeship application submitted to Dept of Labor

**Placemaking** – Continued meetings of Tourism Coalition to establish independent funding mechanism for regional marketing organization

**Training** – na

**Other** – advocacy for Sunbeam middle income housing developments with potential for 150 units mixed ownership and rental with P&Z in Hailey; assisting IEAD with structure of Spring educational program

**Summary Highlights**

- Two major new hotel projects actively progressing
- Continued progress to culinary institute implementation

Blaine County EDO  
March 2020

**Commerce Programs** – suggestions to Commerce about centralized C-19 resource website, access to Economic Development Association CARES III funding tranche, new emergency/disaster relief programs for not-for-profits organizations and events through CARES IV lobbying, improved access to Reported Sales reports by ZIP from Tax Commission and Unemployment data from Dept of Labor

**Business Attraction** – all active business outreach programs deferred; passive response capabilities based on enquiries available for activation

**Business Expansion** – membership renewals lagging budget projections

**Business Retention** – shift in strategic focus to retention and survival support, participating in Blaine Co Emergency Coordination Committee, founding partner in Long Term Economic Recovery Subcommittee, advising business on CARES II SBA program nuances; planning webinars on SBA programs for industry sectors, starting economic analysis of C19 impacts on local businesses, tracking business C19 responses, ramped up monthly newsletter to weekly edition with practical advice to businesses, developing strategic business framework for post-C19 paradigm shift for mountain town communities, advocating for measured relaxation in shelter in place orders; initiated call to gather surplus PPE from membership for distribution to 1<sup>st</sup> responders

**Business Creation** –SV Culinary Institute opening with Ribbon Cutting event March 11<sup>th</sup>. Progress:

- Health Dept Certification and Certificate of Occupancy secured
- Facility outfitted and ready for operations; 1<sup>st</sup> external events delivered
- Continued recruiting for Head Instructor role
- 1<sup>st</sup> application received/continued recruiting for 1<sup>st</sup> cohort of professional students
- Federal Apprenticeship application awaiting approval by Dept of Labor
- Facility shutdown March 16 consistent with non-essential business closure orders
- Board of Directors discussion on forward strategy post C19

**Placemaking** – all active business placemaking programs deferred

**Training** – uncountable participation hours in webinars on CARES III Stimulus programs

**Other** – advocacy for ARCH low-income housing development with P&Z in Hailey; numerous event cancellations including IEAD Spring Conference, SV Film Festival, SV Writers Conference, Share Your Heart Ball, Janns Cup; all other active advocacy and outreach programs deferred

**Summary Highlights**

- All SVED efforts now refocused on community economic survival and thriving post C19



**CITY OF KETCHUM  
PUBLIC HEALTH EMERGENCY ORDER No. 20-02**

**LOCAL ADDITIONS TO IDAHO DEPARTMENT OF HEALTH AND WELFARE  
ORDER TO SELF-ISOLATE DATED MARCH 25, 2020 AND ANY SUBSEQUENT  
STATE HEALTH ORDER**

**WHEREAS**, on March 23, 2020, the Council for the city of Ketchum adopted Ordinance 1207 establishing emergency powers that provide the authority, purpose, and intent of emergency powers to address the threat of COVID-19; and

**WHEREAS**, the risk of increased community spread throughout the city of Ketchum impacts the life and health of the public and public health is imperiled by the person-to-person spread of COVID-19; and

**WHEREAS**, as of April 9, 2020, Blaine County has 439 positive COVID-19 cases tested, representing one of the highest per capita rates of positive tests in the nation; and

**WHEREAS**, as of April 10, 2020, statistics show the volume of new COVID-19 positive cases is decreasing and the curve is flattening; and,

**WHEREAS**, the emergency services and local healthcare facilities are nearing capacity due to the number of COVID-19 confirmed cases in Blaine County and additional measures are necessary to slow the spread of COVID-19 in Blaine County; and

**WHEREAS**, the Ketchum City Council finds it necessary to enact additional regulations to strengthen the March 25, 2020 regulations contained in the Idaho Department of Health and Welfare Self-Isolation Order to slow the community spread and protect the health, safety, and welfare of individuals living, working and visiting the City of Ketchum; and

**WHEREAS**, this Order was considered and approved by the City Council in accordance with provisions of Emergency Ordinance 1207;

**NOW, THEREFORE**, the Mayor and City Council do hereby adopt the following additional local modifications which shall be construed as stricter, local regulations from the March 25, 2020 Idaho Department of Health and Welfare Order to Self Isolate:

**SECTION 1: APPLICABILITY**

These local additions to the March 25, 2020, Idaho Department of Health and Welfare Order to Self-Isolate (IDHW Order), and any subsequent State Health Order, shall apply to individuals living, working, and visiting the City of Ketchum and within a five-mile radius of the city limits, as reflected below. The additions are intended to supplement the March 25, 2020 Idaho Department of Health and Welfare Order to Self-Isolate, and any subsequent State Health Order, to provide further restrictions to help slow the spread of the COVID-19 virus. All other

restrictions set forth in the March 25, 2020 Idaho Department of Health and Welfare Order to Self-Isolate, and any subsequent State Health Order, remain in full force and effect to the extent they are not addressed in this Order. In the event there is a conflict between this Order and the March 25, 2020 Idaho Department of Health and Welfare Order to Self-Isolate, and any subsequent State Health Order, the more stringent requirement of this Order shall apply. Other jurisdictions within Blaine County are enacting similar measures to provide uniform requirements throughout Blaine County, but each jurisdiction recognizes that its Order is only applicable within its statutory jurisdiction.

## **SECTION 2 ESSENTIAL BUSINESSES SHALL COMPLY WITH SOCIAL DISTANCING REQUIREMENTS**

All businesses that are permitted to remain open in accordance with the March 25, 2020 IDHW Order, and any subsequent State Health Order, shall comply with Social Distancing Requirements.

## **SECTION 3 TRAVEL INTO AND OUT OF BLAINE COUNTY**

Travel is only allowed into or out of Blaine County to perform Essential Activities, operate Essential Businesses, or maintain Essential Governmental Functions. Travel by Blaine County residents to other Idaho counties to obtain supplies or goods that are otherwise available within Blaine County, is prohibited.

## **SECTION 4 RESIDENTS AND VISITORS ENTERING BLAINE COUNTY**

Residents of Blaine County who have traveled out of State, or visitors to Blaine County coming from out of State, must self-quarantine in their residence for a period of fourteen (14) days from the date of their arrival in Blaine County.

## **SECTION 5 ESSENTIAL TRANSPORTATION SERVICES**

Taxis, and other private transportation providers providing transportation services may only operate provided they are providing transportation exclusively for necessary Essential Activities and other purposes expressly authorized in this Order are considered essential businesses.

## **SECTION 6 LIMITATIONS ON HOTELS AND SHORT-TERM RENTALS**

For purposes of this Order, residences used for self-isolating include hotels, motels, shared rental units, and similar facilities.

During the term of this Order, hotels and short term rentals shall not offer lodging to any non-resident of Blaine County unless such individual is self-isolating, a Health Care Operations employee or performing Essential Government Functions.

**SECTION 7 CONSTRUCTION OF RESIDENTIAL AND COMMERCIAL PROJECTS IS NOT CONSIDERED ESSENTIAL INFRASTRUCTURE**

Commercial and residential construction is not considered essential infrastructure and shall cease operations until 12:00 a.m. Monday April 20, 2020. After that date, construction may proceed subject to the standards in Section 9.

**SECTION 8 WORK ESSENTIAL TO REPAIR AND MAINTAIN RESIDENCES AND ESSENTIAL BUSINESSES**

Plumbers, electricians, exterminators, HVAC contractors or other trades performing work that is immediate and essential to maintaining the safety, sanitation, and essential operation of residences, Essential Activities, and Essential Businesses may continue. Routine maintenance and repair, including landscaping, is not considered essential and shall cease operations until 12:00 a.m. Monday April 20, 2020. After that date, routine maintenance, including landscaping, may proceed subject to the standards in Section 9.

**SECTION 9 STANDARDS AND LIMITATIONS FOR CONSTRUCTION SITES AND CERTAIN TRADES OPERATING WITHIN CITY OF KETCHUM**

**APPLICABILITY**

As of 12:00 a.m. Monday April 20, 2020, the following standards and limitations shall apply to all commercial and residential building and construction work sites and all individuals performing work such as, but not limited to, painting, plumbing, mechanical, electrical and landscaping work. The primary contractor shall be responsible for compliance for all individuals performing work on the job site or work location.

Prior to resuming construction activity at any location, the primary contractor shall provide certification to the City that the contractor, all sub-contractors and all individuals working on the job site have read the standards and agree to comply with the standards at all times while on the job site.

**CONSTRUCTION SITE AND WORKER STANDARDS**

1. The owner/contractor shall designate a site specific COVID-19 supervisor to enforce these standards. The designated COVID-19 supervisor shall be present on the job site at all times while construction activities are taking place. The COVID-19 supervisor can be an on-site worker who is designated to carry this role. If there is no job site, the supervisor shall enforce the rules from the office, yard, or workplace.
2. The job site shall have at least, soap and water stations and/or alcohol based hand sanitizer that contains at least 60% alcohol. Adequate supplies shall be maintained at all times. Such stations shall be placed at the primary entrances to the building or job site, and elsewhere on the site as needed. For landscape companies and trades that do not have recurring job sites, all vehicles shall contain soap and water or alcohol based hand



sanitizer that contains at least 60% alcohol, one of which shall be used upon entering and exiting the vehicle.

3. Individuals on the job site shall be instructed to clean their hands upon arrival and departure from the job site and to clean their hands often, especially if hands are visibly dirty.
4. All individuals on the job site shall be provided with personal protective equipment (PPE) such as gloves, goggles, face shields, or face coverings. All individuals shall wear such PPE, including face coverings, at all times while on the job site.
5. Individuals shall maintain a distance of six (6) feet from one another at all times on the job site, including, but not limited to, while eating lunch, taking breaks, and work consultations.
6. No more than one (1) individual shall be allowed in a confined space including, but not limited to, a crawl space, elevator, attic or mechanical room, unless solo work in the confined space were deemed to be unsafe.
7. Equipment with an enclosed cab shall only be operated by one person during the whole day and the cab shall be sanitized at the end of each workday.
8. Trades shall be staggered as necessary to reduce the density of workers on site and to maintain social distancing. Each individual shall maintain a distance of six (6) feet from any another individual.
9. Deliveries shall be staggered to minimize interactions with individuals and maintain the six (6) foot separation.
10. Individuals shall be discouraged from traveling to or from the site by carpool unless they are carpooling with individuals who reside in the same residence or using public transportation and practicing social distancing.
11. Individuals shall not share any tools or equipment while on the job site. Table saws and large equipment shall be wiped down after each use.
12. On-site portable toilets shall be sanitized and disinfected every day by each user after use. The date when the portable toilet was last disinfected and sanitized by the portable toilet installer shall be posted outside the toilet.
13. There shall be no communal water cooler, water dispenser or microwave on site. Individuals shall bring their own personal water bottles and all food and beverages they will consume during the day. During the period when construction activity is taking place, individuals are strongly encouraged remain on the site during work hours. Any individual leaving the job site to obtain lunch, food or beverages from a local business shall wear a face covering.

14. Each job site shall post in at least two areas visible to all individuals on the job site, on work vehicles, or in the place of work, the following required hygienic practices:
  - a. Wash hands often for twenty (20) seconds
  - b. Cough into elbow
  - c. Do not touch your face
  - d. Stay at home if you are sick
  - e. Regularly disinfect high touch surfaces such as handrails, elevator control buttons, doorknobs, and counters
15. Individuals shall arrive for work wearing clean clothes.
16. On a daily basis, the COVID-19 supervisor shall inspect on-site workers and ensure no individual is permitted on the job site who presents any symptoms of illness such as fever, cough, runny nose, or sore throat. Any individual presenting any symptoms of illness shall be required to stay home. The individual may return to work in conformance with CDC Guidelines.
17. All individuals on the job site shall inform the COVID-19 supervisor if a family member is presenting any symptoms of illness as identified in #16. If so, the reporting individual shall remain off the job in conformance with CDC Guidelines.
18. The owner or primary contractor shall maintain a daily attendance log of all individuals entering the work site.

#### **PENALTIES FOR VIOLATIONS OF CONSTRUCTION SITE AND WORKERS STANDARDS**

Any primary contractor, individual or entity providing labor, material, equipment or services to a project failing to comply with the construction standards set forth in this Order, is guilty of an infraction and shall be fined \$100.00 per occurrence on the same day. More than two (2) violations shall result in the building official issuing a stop work order ("red tag") on the project suspending all work or other activities on the project for the entire duration the construction standards are in effect.

Multiple or repeat violations at the same job site on (2) two or more separate days shall be a misdemeanor offense and, upon conviction thereof, shall be subject to a fine of up to \$1,000 and/or imprisonment in jail not too exceed six (6) months. Each day such additional violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such.

#### **SECTION 10 PENALTIES FOR ALL OTHER VIOLATIONS OF THIS ORDER**

For violations other than those set forth in Section 7, in accordance with Ketchum Municipal and Idaho Code, any persons who violate any provisions of the March 25, 2020 Department of

Health and Welfare Order to Self Isolate, and any subsequent State Health Order, and the modifications set forth in this Order, shall be guilty of a misdemeanor.

**SECTION 11 EFFECTIVE DATE AND SUNSET DATE**

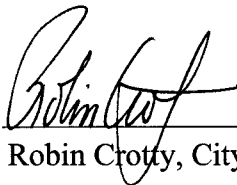
This Emergency Order shall take effect 12:00 a.m. Monday April 13, 2020 and shall remain in effect until such time as any Order of the Director of the Idaho Department of Health and Welfare or Ketchum Emergency Public Health Order has expired. Any Order issued by the Idaho Department of Health and Welfare to stop residential and commercial construction shall supersede this Order.

APPROVED:



Neil Bradshaw  
Mayor

ATTEST



Robin Crotty, City Clerk

