



CITY OF KETCHUM, IDAHO REGULAR CITY COUNCIL MEETING
Monday, June 15, 2020, 4:00 PM
480 East Avenue, North, Ketchum, Idaho

Agenda

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.

If you would like to comment on a PUBLIC HEARING item, please submit your comment to participate@ketchumidaho.org by noon the day of the meeting. Comments will be provided to the City Council.

If you would like to phone in and provide comment on a PUBLIC HEARING item on the agenda, please dial the number below. You will be called upon for comment during that agenda item

If you would like to provide comment on a PUBLIC HEARING item on the agenda in person, you may speak to the Council when called upon but must leave the room after speaking and observe the meeting outside City Hall.

Dial-in: +1 253 215 8782

Meeting ID: 979 0889 0671

- CALL TO ORDER: By Mayor Neil Bradshaw
- ROLL CALL
- COMMUNICATIONS FROM MAYOR AND COUNCILORS
- 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
 1. Approval of Minutes: Special Meeting June 1, 2020
 2. Authorization and approval of the payroll register
 3. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$613,564.98 as presented by the Treasurer.
 4. Monthly Financial State of the City - Director of Finance & Internal Services Grant Gager
 5. Recommendation to approve Annual Beer, Wine & Liquor Licenses - Director of Finance & Internal Services
 6. Recommendation to approve Resolution 20-015 relating to Surplus Property - Director of Finance and Internal Services Grant Gager
 7. Recommendation to approve Contract 20480 with Rudy Broschofsky for Art on Fourth Artist Loan Agreement - Assistant City Administrator Lisa Enourato
 8. Recommendation to approve Contract 20479 with Laurel MacDonald for sidewalk art designs – Assistant City Administrator Lisa Enourato
- NEW BUSINESS (no public comment required)
 9. ACTION ITEM: Consideration and approval of park reservations and special events scheduled through Labor Day Weekend – Special Events Manager Julian Tyo
 10. ACTION ITEM: Discussion and direction to staff on options to allow scooters in the Skate Park - Special Events Manager Julian Tyo
 11. ACTION ITEM: Discussion and Direction to staff on the use of public parks for commercial activity - Special Events Coordinator Julian Tyo

- [12.](#) ACTION ITEM: Recommendation to approve Agreement 20477 with CSHQA for new city hall architectural services - Mayor Neil Bradshaw
- 13. Discussion regarding In-Lieu Fees - Mayor Neil Bradshaw
- PUBLIC HEARING
- [14.](#) ACTION ITEM: Recommendation to approve lot line shift and relocation of the public easement at 233 Parkway Drive--City Administrator Suzanne Frick
- [15.](#) ACTION ITEM: Recommendation to approve the Leone/Goldman lot line shift preliminary plat and waiver requests for 425 N. Bigwood Drive--City Administrator Suzanne Frick
- EXECUTIVE SESSION
- 16. Discussion Pursuant to 74-206 (1) (a)
- ADJOURNMENT

Due to physical distancing requirements, there will be limited public attendance at Ketchum City Council meetings. The public may speak in person on PUBLIC HEARING items but must leave the room after speaking. The public may also provide comments on PUBLIC HEARING items by calling the number above. Anyone may observe the meeting outside City Hall or watch the meeting at ketchumidaho.org/meetings. 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



CITY OF KETCHUM, IDAHO CITY COUNCIL MEETING

Monday, June 01, 2020, 4:00 PM

480 East Avenue, North, Ketchum, Idaho

Minutes

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.

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

- **ROLL CALL**
PRESENT
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

- **COMMUNICATIONS FROM MAYOR AND COUNCILORS**

Mayor Neil Bradshaw thanked Council for attending the meeting in person today in the Council Chambers and advised the public that there are 10 people present in the room. For future public hearing processes, we will continue to distance however, will be sure people are heard for public comment. He thanked the public for their thoughtfulness about town and encouraged the public to remain diligent and kind.

- **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

Councilor Courtney Hamilton pulled item #8

1. Approval of Minutes: Special Meeting May 18, 2020
2. Authorization and approval of the payroll register
3. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$295,289.63 as presented by the Treasurer.
4. Recommendation to consider approval of a new driveway at 150 Spur Lane - City Engineer Sherri Newland
5. Recommendation to Adopt Resolution 20-013 - Destruction and Disposal of Temporary and Semi-Permanent Records-City Clerk Robin Crotty
6. Recommendation to approve Resolution 20-014 relating to Surplus Property - Director of Finance and Internal Services Grant Gager
7. Recommendation to approve Purchase Order 20474 for Seal Coat project approval - Street Superintendent Brian Christiansen

Motion to approve items 1 – 7

Motion made by Councilor Hamilton, Seconded by Councilor David.

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

8. Recommendation to Approve Exceedance Agreement 20475 - Associate Planner Abby Rivin

Councilor Courtney Hamilton voiced her frustration over in-lieu fees and questioned if this process is effective. She would like to revamp the program and get units for people who work here. Council President Amanda Breen agrees. Councilor Jim Slanetz likes the idea but questioned if we can get more bang for the buck if we receive the funds. Mayor Neil Bradshaw will put this topic on a future agenda for discussion.

Motion to approve and authorize the Mayor to sign the West Ketchum Residences Project FAR Exceedance Agreement Contract 20475.

Motion made by Councilor Hamilton, Seconded by Councilor Slanetz

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

● **NEW BUSINESS (no public comment)**

9. Update on the Fire Station - Mayor Neil Bradshaw

Fire Station Project Manager Dennis Potts gave an update on the Fire Station and talked about the bid proposals and the progress. There will be a Special City Council Meeting to review the Guaranteed Maximum Price on June 23rd and the construction start date is expected to be June 24th. Plan check approval will be done by June 19th. The design contracts have gone out, the environmental aspect is LEED Silver and going forward. He talked about the recycling program in place and advised it exceeds the LEED requirement. The team is performing quite well and meeting remotely. On site meetings will start July 1, 2020. Dennis Potts advised the council that the Energy Use Intensity is 31 points below the baseline.

Councilor Michael David asked about the entitlement process. Mayor Neil Bradshaw advised that P & Z has done all their approvals and made their recommendations. These recommendations will come to council at a special council meeting around June 23, 2020, depending on availability. Mayor Bradshaw

advised the traffic study is being performed and signalization will be discussed. A round-about is on the outside of the scope of the budget currently. Michael David voiced concern about signalization. City Administrator Suzanne Frick said the traffic analysis has been completed and she will get that to council prior to the June 23rd meeting. Councilor Jim Slanetz questioned the sub-contractor approval process. Project Manager Dennis Potts explained the process that the general contractor will follow when the bids come in on June 12, 2020. Jim Slanetz asked about price versus quality of work. Director of Finance & Internal Services Grant Gager explained the process under state law, Title 54. Sectopm 4511 saying, the lowest response qualified bidder is the bid they must take. Grant Gager explained the process that is currently taking place with the sub-contractors and the encouragement of getting them to bid on the process. Local contractors cannot be given preference.

Councilor Courtney Hamilton is pleased that the Fire Station seems to be on track, and she hopes that continues. Mayor Neil Bradshaw talked about how COVID has affected the pricing of building materials saying some costs are up and some are down. Mayor Bradshaw advised that a fence will be going up around the jobsite. There will also be a covering on the fence to keep the public informed as well as cameras on the site for live streaming to monitor the activity for the public. Project Manager Dennis Potts advised that there has not been a groundbreaking ceremony scheduled at this time.

Mayor Neil Bradshaw asked Council to pencil in a special meeting on June 23rd. Councilor Courtney Hamilton talked about the fire station being a good & healthy building. She has been working with Bright Works and KSAC. KSAC is looking into potential solar panels for the top of the building. Project Manager Dennis Potts said the conduit is already included in the building and the roof could handle it.

10. ACTION ITEM: Recommendation to approve the closure of 4th Street from Walnut Avenue to Leadville Avenue- Mayor Neil Bradshaw

Mayor Neil Bradshaw is recommending closing 4th street for the summer. This would give the public a chance to see what this would look like. A lot can happen, and people can get a feel for what this could mean to them. For the most part, businesses and the public are supportive.

Council President Amanda Breen was disappointed that it is only 2 blocks and the cross street is still open. She would have liked to see it go further into West Ketchum. Councilor Michael David agrees with Amanda Breen and would like to see it go the whole length of 4th Street; however, he understands this is a test. He has walked the proposed blocks and understands the issues. He thinks it will take too much to close more than what is being proposed at this time. Possibly next summer we can do the entire length. He understands that some businesses are not happy with the closure. He thinks this is a good test for them as well. If we can get people out of their car and strolling, we can see the affects. Michael David advised that this would eliminate 11 parking spots, however, he is not a concerned about parking since the parking lots are empty.

Councilor Courtney Hamilton said she does not know why we would not close 4th all the way to Main St. as Councilor Michael David stated. She agrees with Council President Amanda Breen stating this is a lot better for bikers and walkers. Change is hard, and some people will be frustrated, but she is hoping that the businesses can see the benefits of the street closure and hopefully, we can expand it in the future.

Councilor Jim Slanetz agrees with Council President Amanda Breen and more would be better. He would like to see 4th closed off from the Post Office to the Community Library in the future.

Mayor Neil Bradshaw would like to see more closures as well. We do not need any other approvals and we could get this started as soon as tomorrow. Cross traffic on East does break up what we are trying to create. Councilor Jim Slanetz talked about Atkinson's parking lot and the possibility of giving them a little bit of the sidewalk. This would provide more angled parking. One-way traffic in and out of the parking lot. Traffic flow was discussed.

Council President Amanda Breen talked about setting out tables to make it a gathering space. Councilor Michael David advised it will be like an extension of Town Square. Mayor Neil Bradshaw would like to see us put up the bollard's as soon as possible and then we can see about adding to it. Councilor Courtney Hamilton asked if we could extend from the alley to Main. The signage and practicality of doing that was discussed. Councilor Jim Slanetz talked about the possibility of starting to small. Mayor Neil Bradshaw suggested getting this started and then revisit soon. He is thinking this could stay in place until the end of summer. Councilor Michael David suggested additional streets being added into the mix in the future.

Mayor Neil Bradshaw advised that the KURA has approved to fund some of the infrastructure. City Administrator Suzanne Frick advised we can do this in a phased approach. If this goes forward as year-round, we will need to look at bollards that are permanent. She advised we are also looking at a HAWK system. As more improvements come online, we will be able to extend. Councilor Courtney Hamilton stated that this could improve the guest experience in the winter as well. She also said we need to get the streets closed on google maps so our guests are not walking in circles.

Mayor Neil Bradshaw is pleased that we will be taking the first step and would like to do the street closure thru Thanksgiving.

Motion to authorize the closure of 4th street thru the fall until Thanksgiving

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

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

11. ACTION ITEM: Recommendation to Approve Collective Bargaining Agreement 20478 between the City of Ketchum and IAFF Local 4758 - Mayor Neil Bradshaw

Mayor Neil Bradshaw advised that he is recommending approval of the Collective Bargaining Agreement. He thanked the firefighters for their service and thanked Fire Chief Bill McLaughlin for all he has done in his short time here. He thanked the firefighters for understanding our financial situation during COVID.

Council President Amanda Breen questioned the change from a 4-hour minimum to a 1 hour minimum. Mayor Neil Bradshaw advised this gives the firefighters a little more flexibility and the Fire Chief agreed. We have also made a change to where the firefighters can live so that it is more affordable. We do encourage them to be as close as possible for obvious reasons.

Motion to approve the collective Bargaining Agreement 20478 between the IAFF Local 4758 and the City of Ketchum and authorize the mayor to sign the document.

Motion made by Councilor Hamilton, Seconded by Councilor David.

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

12. ACTION ITEM: Consideration and Approval of the Sun Valley Arts and Crafts Festival Special Event Application

Mayor Neil Bradshaw talked about event approvals and planning requirements. All other events will be coming before council on June 15, 2020. He is in support of this event because it is an appropriate COVID event. People are spaced out he looks to council for approval.

Council President Amanda Breen asked for clarification on the application form for applicants going forward. Councilor Michael David is in support if the city is not liable for any anything if the governor shuts the city down again. Councilor Courtney Hamilton talked about the requirement of people isolating if they have come from a place that has high rates of COVID. Mayor Neil Bradshaw expressed that it is hard to enforce, and distancing is the key.

Motion to approve the Special Events License Application submitted for the Sun Valley Arts and Crafts Festival.

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

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

13. ACTION ITEM: Discussion & Approval of PO 20476 for Water Department Boiler - Water Superintendent Pat Cooley

Mayor Neil Bradshaw explained the options before the council. Councilor Courtney Hamilton talked about the pros and cons of gas vs. electric. She talked about the City's goals to de carbonize. The life expectancy of a boiler is 15 to 20 years. Councilor Jim Slanetz said that not all electricity is carbon free. We may be saving \$25,000 that we could put toward something else that would reduce our carbon footprint. Councilor Michael David is not a fan of natural gas, but he agrees with Jim Slanetz and the fact that we can get a better unit in 2029 with more technology. It was brought up that KSAC was in favor of the electric boiler. Council President Amanda Breen is in favor of the natural gas and seeing what future technology brings. Courtney Hamilton talked about the cities future goals and there is no time like the present. Michael David is now leaning toward electric. This is one step closer to the goal. Courtney Hamilton also talked about incentives from Idaho Power for going to electric. Mayor Neil Bradshaw questioned efficiency of gas vs. electric? Director of Finance and Internal Services Grant Gager explained that this is for domestic hot water. The gas boiler is extremely efficient. The electric boiler works in a similar fashion. Efficiencies were discussed.

Motion to direct staff to pursue installation of an electrically powered boiler and approve Purchase Order 20476 in an amount not to exceed \$7,805.93 and authorize the Mayor to sign the PO and also initiate other related work for a total project cost not to exceed \$10,306.

Motion made by Councilor David, Seconded by Councilor Hamilton.

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

- ADJOURNMENT

Motion to adjourn at 5:25 pm.

Motion made by Council President Breen, Seconded by Councilor David

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

Neil Bradshaw, Mayor

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
GENERAL FUND			
01-2175-8000 P/R DEDUC PBL--EMP CAF FSA-MD			
NBS-NATIONAL BENEFIT SERVI	CP254019	FSA	1,818.75
01-2175-9000 P/R DEDUC PBL--EMP CAF FSA-DC			
NBS-NATIONAL BENEFIT SERVI	CP254019	DCA	1,406.76
Total :			3,225.51
LEGISLATIVE & EXECUTIVE			
01-4110-2505 HEALTH REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	CP254019	HRA	125.03
01-4110-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	754659	FSA/HRA May 2020	22.95
STARLEY-LEAVITT INS. AGENCY	636434	636434 052620	45.00
01-4110-4910 MYR/CNCL-TRAINING/TRAVEL/MTG			
US BANK	6235 052520	6235 - Zoom Communications	199.90
US BANK	6243 052520	6243 - Idaho Cities Conference - Courtney Hamilton	225.00
US BANK	6243 052520	6243 - Idaho Cities Virtual Conference - Courtney Hamilton	99.00
01-4110-7400 OFFICE FURNITURE & EQUIPMENT			
US BANK	6235 052520	6235 - TV Mobile Cart	129.99
Total LEGISLATIVE & EXECUTIVE:			846.87
ADMINISTRATIVE SERVICES			
01-4150-2505 HEALTH REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	CP254019	HRA	334.41
01-4150-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	754659	FSA/HRA May 2020	48.75
NBS-NATIONAL BENEFIT SERVI	CP254019	HRA Vision	644.68
STARLEY-LEAVITT INS. AGENCY	636434	636434 052620	63.00
01-4150-3100 OFFICE SUPPLIES & POSTAGE			
COPY & PRINT, L.L.C.	OUT-1181	Office Supplies	81.94
GEM STATE PAPER & SUPPLY	1027340	Paper Supplies	107.96
TREASURE VALLEY COFFEE INC	2160 06761702	Spring Water	15.90
US BANK	6235 052520	6235 - Moo Credit	9.52-
US BANK	6235 052520	6235 - Moo Communications	300.00
US BANK	6243 052520	6243 - Certificate Paper	23.58
01-4150-4200 PROFESSIONAL SERVICES			
CASELLE, INC.	102565	Contract Support and Maintenance	2,204.00
BROWN, LINDA DIANE	2006	Delivery for June 2020	100.00
WESTERN RECORDS DESTRUCT	0490190	May Records Destruction	45.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
01-4150-4400 ADVERTISING & LEGAL PUBLICATIO			
EXPRESS PUBLISHING, INC.	10002196 0531	Covid 10002196 053120	432.45
EXPRESS PUBLISHING, INC.	10002196 0531	10002196 053120	178.48
01-4150-5100 TELEPHONE & COMMUNICATIONS			
CENTURY LINK	2087267801 05	2087267801 052320	5.75
UNITED STATES POSTMASTER	2315 060520	2315 060520	196.00
US BANK	6243 052520	6243 - 8 x 8	2,441.10
COX WIRELESS	04713901 0524	04713901 052420	119.00
01-4150-5110 COMPUTER NETWORK			
KETCHUM COMPUTERS, INC.	17051	Computer Support	4,916.70
KETCHUM COMPUTERS, INC.	17053	Computer Support - COVID	708.75
US BANK	6243 052520	6243 - Microsoft	6,000.00
US BANK	6243 052520	6243 - Microsoft	2,112.00
01-4150-5150 COMMUNICATIONS			
EXPRESS PUBLISHING, INC.	10002196 0531	10002196 053120	407.96
US BANK	6235 052520	6235 - Mailchimp Communications	84.99
US BANK	6235 052520	6235 - Constant Contact Communications	9.50
SNEE, MOLLY	2004	May Retainer Fee	3,150.00
GRANICUS	124174	Civic Streaming - April 2020	472.02
01-4150-5200 UTILITIES			
CITY OF KETCHUM	060520	360 - May	48.76
CITY OF KETCHUM	060520	9994 - May	159.56
CITY OF KETCHUM	060520	9997 - May	318.12
CITY OF KETCHUM	060520	772 - May	58.30
CLEAR CREEK DISPOSAL	0001319642	960 052920	66.00
CLEAR CREEK DISPOSAL	0001319646	960 052920	57.91
CLEAR CREEK DISPOSAL	0001320811	951449 052920	60.00
INTERMOUNTAIN GAS	32649330001 0	32649330001 052620	101.28
INTERMOUNTAIN GAS	44919030005 0	44919030005 052220	12.07
01-4150-5900 REPAIR & MAINTENANCE-BUILDINGS			
GLASS MASTERS, INC.	WO-21136	Leroy's Plexiglass	151.49
US BANK	6235 052520	6235 - Pager Kit	753.00
US BANK	6235 052520	6235 - Tables	155.65
US BANK	6235 052520	6235 - Outdoor TV for Meetings	939.99
US BANK	9642 052520	9642 - Intel Compute Stick for Covid Work	174.89
US BANK	9642 052520	9642 - Covid Wireless Keyboard	55.52
BENGALWORKS GRAPHICS	100606	Sculpture Signs	262.20
01-4150-6500 CONTRACTS FOR SERVICES			
GALENA ENGINEERING, INC.	1318.180 06012	1318.180 060120	2,907.97
GALENA ENGINEERING, INC.	1318.181 06012	1318.181 060120	937.50
Total ADMINISTRATIVE SERVICES:			32,414.61
PLANNING & BUILDING			
01-4170-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	754659	FSA/HRA May 2020	22.70
NBS-NATIONAL BENEFIT SERVI	CP254019	HRA Vision	221.00
STARLEY-LEAVITT INS. AGENCY	636434	636434 052620	36.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
01-4170-4200 PROFESSIONAL SERVICES			
HARMONY DESIGN & ENGINEE	200028	Engineering	125.00
01-4170-4210 PROFESSIONAL SERVICES - IDBS			
DIVISION OF BUILDING SAFETY	060120	May 2020 Building Permit Fees	15,470.65
Total PLANNING & BUILDING:			15,875.35
NON-DEPARTMENTAL			
01-4193-4500 1ST/WASHINGTON RENT			
URBAN RENEWAL AGENCY	4054	Parking Lot Rent	3,000.00
01-4193-6500 CONTRACT FOR SERVICE			
ECO EDGE	73004	Eco Edge Contract 7/12	1,250.00
01-4193-6601 MASTER TRANSPORTATION PLAN			
HDR ENGINEERING, INC.	1200268909	Mater Transportation Plan #13	4,322.43
Total NON-DEPARTMENTAL:			8,572.43
FACILITY MAINTENANCE			
01-4194-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	754659	FSA/HRA May 2020	26.05
STARLEY-LEAVITT INS. AGENCY	636434	636434 052620	27.00
01-4194-3200 OPERATING SUPPLIES			
A.C. HOUSTON LUMBER CO.	2006-635153	Gloves	24.99
CHATEAU DRUG CENTER	2225935	Gloves	15.19
GEM STATE PAPER & SUPPLY	1021190-01	Sanitizer	31.64
01-4194-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	940488	38950 053120	298.75
01-4194-4200 PROFESSIONAL SERVICES			
LILY & FERN, LLC	3496	Spring Cleaning and Pruning	210.00
LILY & FERN, LLC	3521	Lucy Loken Park Job	472.50
WOOD RIVER LOCK SHOP, LLC	15044	Rekey Forrest Service Park Restrooms	449.50
01-4194-4220 PROF SERV-CITY BEAUTIFICATION			
LILY & FERN, LLC	3536	Flower Maintenance	2,951.51
01-4194-5200 UTILITIES			
CITY OF KETCHUM	060520	456 - May	1,153.24
CITY OF KETCHUM	060520	532 - May	172.67
CITY OF KETCHUM	060520	9995 - May	1,107.52
CITY OF KETCHUM	060520	9996 - May	48.77
CITY OF KETCHUM	060520	536 - May	136.83
CITY OF KETCHUM	060520	560 - May	55.22
CITY OF KETCHUM	060520	1127 - May	13.21
CITY OF KETCHUM	060520	1245 - May	35.55
CITY OF KETCHUM	060520	9991 - May	69.77
CLEAR CREEK DISPOSAL	0001319641	960 052920	95.43
CLEAR CREEK DISPOSAL	0001319644	960 052920	184.46
CLEAR CREEK DISPOSAL	0001319645	960 052920	294.44
CLEAR CREEK DISPOSAL	0001319648	960 052920	62.69
CLEAR CREEK DISPOSAL	0001320478	56339 052920 Covid	208.48

Vendor Name	Invoice Number	Description	Net Invoice Amount
CLEAR CREEK DISPOSAL	0001320478	56339 052920	295.26
CLEAR CREEK DISPOSAL	0001320479	56339 052920	208.48
INTERMOUNTAIN GAS	32649330001 0	32649330001 052620	13.48
INTERMOUNTAIN GAS	65669030002 0	65669030002 052220	9.79
01-4194-6100 REPAIR & MAINT--MACHINERY & EQ			
RMT EQUIPMENT	010712	Hydro Filters	83.24
01-4194-6950 MAINTENANCE			
A.C. HOUSTON LUMBER CO.	2005-630870	Screws and Washers	8.83
A.C. HOUSTON LUMBER CO.	2006-635077	Caution Tape	18.78
CHATEAU DRUG CENTER	2221084	Bungee Cord	3.78
CHATEAU DRUG CENTER	2221501	Sponges	9.47
CHATEAU DRUG CENTER	2224872	Markers	5.69
MOSS GARDEN CENTER	176733	Grass Seed	31.18
MOSS GARDEN CENTER	176966	Brass Twist	10.39
MOSS GARDEN CENTER	180132	Hanging Baskets	3.99
PIPECO, INC.	S3694154.001	Poly Cutter	14.71
PIPECO, INC.	S3702678.001	Rotator Hunter	16.04
PIPECO, INC.	S3703913.001	PVC Coupling	18.36
PIPECO, INC.	S3740186.001	Potted Latching	56.88
PIPECO, INC.	S3755120.001	PVC Coupling	20.48
PIPECO, INC.	S3755534.001	PVC Coupling	8.81
PIPECO, INC.	S3756076.001	PVC Slips	13.88
US BANK	2022 052520	2022 - TBOS Spare Parts	71.52
WEBB LANDSCAPING	K-IN-143306	Sod Rolls	34.95
WEBB LANDSCAPING	K-IN-144076	Soil	10.99
WEBB LANDSCAPING	K-IN-144919	Flowers	39.99
Total FACILITY MAINTENANCE:			9,154.38
POLICE			
01-4210-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	754659	FSA/HRA May 2020	6.45
01-4210-3100 OFFICE SUPPLIES & POSTAGE			
A.C. HOUSTON LUMBER CO.	2006-636167	Reset Padlock	17.99
01-4210-3200 OPERATING SUPPLIES			
CHATEAU DRUG CENTER	2224673	USB Charger	9.49
UNITED OIL	940500	39060 053120	84.43
US BANK	6243 052520	6243 - CSO Uniform Credit	159.00-
LECANDA, LUIS	060520	PPE Face Shields	31.75
01-4210-3620 PARKING OPS EQUIPMENT FEES			
OMNI PARK	121686	Omni Park Subscription	437.00
01-4210-4200 PROFESSIONAL SERVICES			
KETCHUM COMPUTERS, INC.	17052	Computer Support - BCSO	803.25
Total POLICE:			1,231.36
FIRE & RESCUE			
01-4230-2505 HEALTH REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	CP254019	HRA	239.68

Vendor Name	Invoice Number	Description	Net Invoice Amount
01-4230-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	754659	FSA/HRA May 2020	81.25
STARLEY-LEAVITT INS. AGENCY	636434	636434 052620	117.00
01-4230-3200 OPERATING SUPPLIES FIRE			
CHATEAU DRUG CENTER	2222730	Glue	6.64
CHATEAU DRUG CENTER	2223926	Velcro	15.16
DONNELLEY SPORTS	0000049525	Uniform Shirt	342.29
US BANK	4977 052520	4977 - Plants	27.00
US BANK	4977 052520	4977 - Dishwasher Pods	9.62
US BANK	4977 052520	4977 - Batteries	96.82
CURTIS TOOLS FOR HEROES	INV393103	Straight Tip Orifice	340.00
CURTIS TOOLS FOR HEROES	INV394157	Boots	242.62
01-4230-3210 OPERATING SUPPLIES EMS			
BOUNDTREE MEDICAL	83645981	Surgical Tape	13.68
BOUNDTREE MEDICAL	83645982	Transport Unit	237.90
NORCO	29384229	54794 053120	227.85
NORCO	29385168	52355 053120	34.41
US BANK	4977 052520	4977 - Plants	27.00
US BANK	4977 052520	4977 - Dishwasher Pods	9.61
US BANK	4977 052520	4977 - Covid Testing Coffee	21.81
US BANK	4977 052520	4977 - Covid Testing Lunch	108.28
US BANK	4977 052520	4977 - Covid Testing Lunch	190.00
US BANK	4977 052520	4977 - Covid Testing Lunch	166.50
HENRY SCHEIN	77559728	Medical Supplies	41.13
HENRY SCHEIN	77694211	Disinfectant Wipes	23.52
NRS	902041	2000 Face Masks	1,278.40
QALTEK	INV-20-01766	Covid Air Spray Gun	399.99
01-4230-3500 MOTOR FUELS & LUBRICANTS FIRE			
UNITED OIL	940326	37267 053120	158.26
01-4230-3510 MOTOR FUELS & LUBRICANTS EMS			
UNITED OIL	940326	37267 053120	90.37
01-4230-4910 TRAINING EMS			
US BANK	4977 052520	4977 - Rescue Equipment	31.81
01-4230-4920 TRAINING-FACILITY			
CLEAR CREEK DISPOSAL	0001319977	1848 052920	57.46
IDAHO POWER	2224210258 06	2224210258 060420	26.18
01-4230-5100 TELEPHONE & COMMUNICATION FIRE			
MTE COMMUNICATIONS	056983 060120	056983 060120	15.12
UNITED COMMUNICATIONS CO	3063086	Minitor Charger Repair	258.22
US BANK	4977 052520	4977 - Batteries	88.90
VERIZON WIRELESS	842054354 052	842054354 052320	20.02
COX WIRELESS	027222301 052	027222301 052120	59.72
49 ER COMMUNICATIONS INC.	53336	Fix Frank's Radio	172.50
TBS ELECTRONICS INC.	00104817	Nylon Carry Case	97.00
01-4230-5110 TELEPHONE & COMMUNICATION EMS			
MTE COMMUNICATIONS	056983 060120	056983 060120	15.13
UNITED COMMUNICATIONS CO	3063086	Minitor Charger Repair	258.22
VERIZON WIRELESS	842054354 052	842054354 052320	20.03
COX WIRELESS	027222301 052	027222301 052120	59.71

Vendor Name	Invoice Number	Description	Net Invoice Amount
49 ER COMMUNICATIONS INC.	53336	Fix Frank's Radio	172.50
TBS ELECTRONICS INC.	00104817	Nylon Carry Case	97.00
01-4230-6000 REPAIR & MAINT-AUTO EQUIP FIRE			
ALSCO - AMERICAN LINEN DIVI	LBOI1807103	5109 060820	29.75
RIVER RUN AUTO PARTS	6538-153167	Washer Fluid	3.75
US BANK	4977 052520	4977 - Super Lube	36.92
01-4230-6010 REPAIR & MAINT-AUTO EQUIP EMS			
CHATEAU DRUG CENTER	2223443	Stop Nuts	5.42
CHATEAU DRUG CENTER	2223716	Stop Nuts	1.42
RIVER RUN AUTO PARTS	6538-153167	Washer Fluid	3.75
ROCKY MOUNTAIN AMBULANC	1039	Pureair Filter Kit	1,005.87
01-4230-6100 REPAIR & MAINT--MACHINERY & EQ			
US BANK	4977 052520	4977 - Thermal Batteries	97.00
US BANK	4977 052520	4977 - Batteries	82.00
CURTIS TOOLS FOR HEROES	INV393654	Aircheck	155.00
01-4230-6900 OTHER PURCHASED SERVICES FIRE			
Backdraft OpCp, LLC	INV202015485	Semiannual for Fire & EMS Combo Pkg	462.31
01-4230-6910 OTHER PURCHASED SERVICES EMS			
Backdraft OpCp, LLC	INV202015485	Semiannual for Fire & EMS Combo Pkg	462.32
US BANK	4977 052520	4977 - Rubber Protectant	12.95
BUREAU OF FINANCIAL SERVIC	8435739	EMT Cert - Ward, Chris	65.00
Total FIRE & RESCUE:			8,419.77
STREET			
01-4310-2505 HEALTH REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	CP254019	HRA	227.86
01-4310-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	754659	FSA/HRA May 2020	45.90
STARLEY-LEAVITT INS. AGENCY	636434	636434 052620	81.00
01-4310-3200 OPERATING SUPPLIES			
BUSINESS AS USUAL INC.	0000151277	Pens / Office Supplies	45.01
CHATEAU DRUG CENTER	2223072	Staple Gun	28.48
D & B SUPPLY INC.	3530	Uniforms	142.45
D & B SUPPLY INC.	53886	Pants and Boots	229.98
D & B SUPPLY INC.	80507	Ron's Work Shirts	74.97
D & B SUPPLY INC.	81389	Bruce's Work Shirts	54.36
D & B SUPPLY INC.	81390	Mark's Work Pants	63.98
D & B SUPPLY INC.	82227	Uniforms	132.96
D & B SUPPLY INC.	82260	Uniforms	25.48
D & B SUPPLY INC.	95077	Brian's Work Shirts	65.97
DAVIS EMBROIDERY INC.	35648	Embroider Services	45.00
GEM STATE PAPER & SUPPLY	1022944-01	Paper Supplies	46.99
GEM STATE PAPER & SUPPLY	1025240	Paper Supplies	46.99
GEM STATE PAPER & SUPPLY	1027062	Paper Supplies	98.21
NAPA AUTO PARTS	015740	Grinding Wheel	16.49
01-4310-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	940327	37269 053120	1,022.61

Vendor Name	Invoice Number	Description	Net Invoice Amount
01-4310-5200 UTILITIES			
CITY OF KETCHUM	060520	9993 - May	86.39
CITY OF KETCHUM	060520	9999 - May	97.07
INTERMOUNTAIN GAS	32649330001 0	32649330001 052620	197.83
INTERMOUNTAIN GAS	32649330001 0	32649330001 052620	28.83
INTERMOUNTAIN GAS	49439330009 0	49439330009 052220	20.36
01-4310-6100 REPAIR & MAINT--MACHINERY & EQ			
CLEARWATER POWER EQUIPME	02052010	Sander Parts	5.88
GRAINGER, INC., W.W.	9540375004	Cam And Groove Coupling	57.60
LES SCHWAB	11700628995	Trailer and Roller Tubes and Tires	977.42
NAPA AUTO PARTS	013639	Fuel Filter	7.99
NAPA AUTO PARTS	013665	Antifreeze	104.28
NAPA AUTO PARTS	013683	Pelican Belts	25.58
NAPA AUTO PARTS	013689	Serp Belt	40.29
NAPA AUTO PARTS	013745	Ammeter	20.58
NAPA AUTO PARTS	013771	Oil Gun	19.99
NAPA AUTO PARTS	013928	Chipper Switch	9.79
NAPA AUTO PARTS	014662	Roller Seals	28.85
NAPA AUTO PARTS	014688	Crayon for Equipment	1.40
NAPA AUTO PARTS	014838	Roller Seals	28.85
NAPA AUTO PARTS	014839	Chipper Pump	58.32
NAPA AUTO PARTS	015222	Filters	15.57
NAPA AUTO PARTS	015370	Filter	11.49
NAPA AUTO PARTS	015556	Filter	11.49
NAPA AUTO PARTS	015582	Credit	11.49-
RIVER RUN AUTO PARTS	6538-153463	Chipper Parts	17.04
RIVER RUN AUTO PARTS	6538-153608	Roller Parts	21.88
UNITED OIL	190580	37269 060520	180.86
US BANK	2022 052520	2022 - Rubber Seal Trim	30.75
WESTERN STATES CAT	IN001318384	Loader Repairs	270.00
JACKSON GROUP PETERBILT	222786	Shock Assembly	213.28
COASTLINE EQUIPMENT INC.	697311	Pelican Parts	434.80
01-4310-6910 OTHER PURCHASED SERVICES			
ALSCO - AMERICAN LINEN DIVI	LBO11803337	5831 052220	48.11
ALSCO - AMERICAN LINEN DIVI	LBO11806735	5831 060520	48.11
NORCO	29385249	53271 053120	221.65
TREASURE VALLEY COFFEE INC	2160 06554928	COFFEE	84.50
CINTAS FIRST AID & SAFETY	5017458931	First Aid Supplies	141.81
01-4310-6920 SIGNS & SIGNALIZATION			
ATKINSONS' MARKET	02877205	Distilled Water	7.93
ATKINSONS' MARKET	05308107	Distilled Water	6.06
01-4310-6930 STREET LIGHTING			
FONROCHE LIGHTING AMERICA	82	Light Pole with RFS Fixture	2,925.00
01-4310-6950 MAINTENANCE & IMPROVEMENTS			
A.C. HOUSTON LUMBER CO.	2005-630402	Rod	4.41
ANDERSON ASPHALT PAVING IN	42	Asphalt	13,787.69
LUTZ RENTALS	106336-1	Propane	20.05
WALKER SAND AND GRAVEL	714647	Imported Clean Fill	193.34
WALKER SAND AND GRAVEL	720001	Imported Clean Fill	96.49
WALKER SAND AND GRAVEL	722967	Crushed Fines	498.61

Vendor Name	Invoice Number	Description	Net Invoice Amount
Total STREET:			23,591.42
RECREATION			
01-4510-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	754659	FSA/HRA May 2020	19.60
STARLEY-LEAVITT INS. AGENCY	636434	636434 052620	36.00
01-4510-3100 OFFICE SUPPLIES & POSTAGE			
PITNEY BOWES - RESERVE ACC	3311334856	Postage Meter Rental	377.16
01-4510-3200 OPERATING SUPPLIES			
A.C. HOUSTON LUMBER CO.	2006-632674	Saw and Supplies	36.85
GEM STATE PAPER & SUPPLY	1026816	Paper Supplies	39.97
US BANK	7926 052520	7926 - Drinking Water Filters	51.90
01-4510-3250 RECREATION SUPPLIES			
US BANK	7926 052520	7926 - Mask Materials	176.01
US BANK	7926 052520	7926 - Yellow Court Tape	90.25
US BANK	7926 052520	7926 - Bandages	15.79
US BANK	7926 052520	7926 - Safety Pins and Cotton Balls	18.97
US BANK	7926 052520	7926 - Recreation Supplies	20.98
US BANK	7926 052520	7926 - Recreation Supplies	41.63
US BANK	7926 052520	7926 - Recreation Supplies	347.99
US BANK	7926 052520	7926 - Matches	4.38
US BANK	7926 052520	7926 - Paracord	154.43
US BANK	7926 052520	7926 - Marbles	8.99
US BANK	7926 052520	7926 - Recreation Supplies	41.71
US BANK	7926 052520	7926 - Recreation Supplies	55.16
01-4510-4200 PROFESSIONAL SERVICE			
CLEAR CREEK LAND CO. LLC	0000025509	180 060120	90.00
01-4510-4900 PERSONNEL TRAINING/TRAVEL/MTG			
IDAHO RESCUE TRAINING	341	First Aid / CPR Certs	572.00
01-4510-5200 UTILITIES			
INTERMOUNTAIN GAS	31904030009 0	31904030009 052220	40.98
01-4510-6100 REPAIR & MAINT--MACHINERY & EQ			
A.C. HOUSTON LUMBER CO.	2006-634608	Hose	35.99
A.C. HOUSTON LUMBER CO.	2006-634613	Hoses	14.90
Total RECREATION:			2,291.64
Total GENERAL FUND:			105,623.34
WAGON DAYS FUND			
WAGON DAYS EXPENDITURES			
02-4530-3200 OPERATING SUPPLIES			
US BANK	6235 052520	6235 - Squarespace Communications	26.00
Total WAGON DAYS EXPENDITURES:			26.00
Total WAGON DAYS FUND:			26.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
GENERAL CAPITAL IMPROVEMENT FD			
GENERAL CIP EXPENDITURES			
03-4193-7190 SIDEWALK/LIGHTING			
GALENA ENGINEERING, INC.	1318.174 CRE	1318.174 CREDIT	4,540.00-
03-4193-7200 TECHNOLOGY UPGRADES			
NEURLINK CONNECTED	30245	Gooseneck Microphone	1,004.98
03-4193-7400 COMPUTER/COPIER LEASING			
GREAT AMERICA FINANCIAL SE	27107346	Copier Leasing	1,185.92
DELL FINANCIAL SERVICES	80451938	Management Fee	11.30
Total GENERAL CIP EXPENDITURES:			2,337.80-
Total GENERAL CAPITAL IMPROVEMENT FD:			2,337.80-
FIRE & RESCUE CAPITAL IMPR.FND			
FIRE/RESC CAPITAL EXPENDITURES			
11-4230-7500 AUTOMOTIVE EQUIPMENT			
ZIONS BANCORPORATION	060920	Fire Truck Lease Contract 20366 - Principal	39,954.46
ZIONS BANCORPORATION	060920	Fire Truck Lease Contract 20366 - Interest	18,475.19
Total FIRE/RESC CAPITAL EXPENDITURES:			58,429.65
Total FIRE & RESCUE CAPITAL IMPR.FND:			58,429.65
ORIGINAL LOT FUND			
ORIGINAL LOT TAX			
22-4910-6060 EVENTS/PROMOTIONS			
BENGALWORKS GRAPHICS	2382	Mesh Banner - Covid	1,120.00
22-4910-6080 MOUNTAIN RIDES			
MOUNTAIN RIDES	11314	Monthly Installment 9/12	52,058.34
Total ORIGINAL LOT TAX:			53,178.34
Total ORIGINAL LOT FUND:			53,178.34
ADDITIONAL1%-LOT FUND			
ADDITIONAL 1%-LOT			
25-4910-4220 SUN VALLEY AIR SERVICE BOARD			
SUN VALLEY AIR SERVICE BOA	060120	April 2020 Additional 1%	54,068.51
SUN VALLEY AIR SERVICE BOA	060120	Direct Cost's	5,522.66-
Total ADDITIONAL 1%-LOT:			48,545.85
Total ADDITIONAL1%-LOT FUND:			48,545.85
FIRE CONSTRUCTION FUND			
FIRE FUND EXP/TRNFRS			
42-4800-4200 PROFESSIONAL SERVICES			
DENNIS POTTS PROJECT MGMT,	1147	Construction Mgmt Services 5/21	8,850.29

Vendor Name	Invoice Number	Description	Net Invoice Amount
42-4800-4205 PROF SERVICES ENGINEERING			
COLE ARCHITECTS PLLC	1528	Fire Station Design	292,508.50
42-4800-5200 UTILITIES			
IDAHO POWER	060920	Fire Station Power Connections and Installation	25,726.00
42-4800-7800 CONSTRUCTION			
TRACK UTILITIES, LLC	060920	Material and Labor 4" Conduit	520.00
Total FIRE FUND EXP/TRNFERS:			327,604.79
Total FIRE CONSTRUCTION FUND:			327,604.79
WATER FUND			
WATER EXPENDITURES			
63-4340-2505 HEALTH REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	CP254019	HRA	257.04
63-4340-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	754659	FSA/HRA May 2020	19.60
STARLEY-LEAVITT INS. AGENCY	636434	636434 052620	27.00
63-4340-3120 DATA PROCESSING			
BILLING DOCUMENT SPECIALIS	59420	Utilities Billing	428.03
63-4340-3200 OPERATING SUPPLIES			
ALSCO - AMERICAN LINEN DIVI	LBOI1803326	5493 052220	59.79
ALSCO - AMERICAN LINEN DIVI	LBOI1804821	5192 052820	285.82
ALSCO - AMERICAN LINEN DIVI	LBOI1806721	5192 060520	24.49
ALSCO - AMERICAN LINEN DIVI	LBOI1806724	5493 060520	59.79
D & B SUPPLY INC.	21618	Work Pants	89.98
D & B SUPPLY INC.	21619	Work Pants	59.99
WEBB LANDSCAPING	K-IN-143846	Grass Seed	23.97
63-4340-3250 LABORATORY/ANALYSIS			
GO-FER-IT	94695	292-052920	17.00
MAGIC VALLEY LABS, INC.	16511	Water Testing	111.00
63-4340-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	940329	37271 053120	244.48
63-4340-3800 CHEMICALS			
GEM STATE WELDERS SUPPLY,I	E262397	55 gal T-Chlor x 3	732.72
63-4340-4200 PROFESSIONAL SERVICES			
DIG LINE	0063479-IN	0000167 053120	260.94
WHEELER TANK TESTING	1792	CP Survey	1,010.00
63-4340-5200 UTILITIES			
INTERMOUNTAIN GAS	32649330001 0	32649330001 052620	9.79
INTERMOUNTAIN GAS	32649330001 0	32649330001 052620	20.76
63-4340-6000 REPAIR & MAINT-AUTO EQUIP			
RIVER RUN AUTO PARTS	6538-153132	Credit	30.00-
RIVER RUN AUTO PARTS	6538-153243	Oil Filter and Stop Leak	26.53

Vendor Name	Invoice Number	Description	Net Invoice Amount
63-4340-6100 REPAIR & MAINT-MACH & EQUIP			
LAYNE PUMPS, INC.	25850	Pump Repairs	7,130.00
PIPECO, INC.	S3737524.001	Coupling and Nipples	27.14
PIPECO, INC.	S3755061.001	Galv Head Plug	5.55
RIVER RUN AUTO PARTS	6538-153535	Freeze Plug	4.63
RIVER RUN AUTO PARTS	6538-153558	Pipe Plug	8.43
Total WATER EXPENDITURES:			10,914.47
WATER DEBT SERVICE EXPENDITRES			
63-4800-4200 PROF.SERVICES-PAYING AGENT			
ZIONS BANK	3872588B-6	Revenue Bond Series 2015B Admin Fee	450.00
Total WATER DEBT SERVICE EXPENDITRES:			450.00
Total WATER FUND:			11,364.47
WATER CAPITAL IMPROVEMENT FUND			
WATER CIP EXPENDITURES			
64-4340-7800 CONSTRUCTION			
SILVER CREEK SUPPLY	S2148019.001	Bury Hydrant 6Ft	137.97
64-4340-7802 KETCHUM SPRING WA CONVERSION			
FERGUSON ENTERPRISES, LLC	0745259	KSW Conversion 20461	1,170.35
GALENA ENGINEERING, INC.	20430 060120	20430 060120	437.50
Total WATER CIP EXPENDITURES:			1,745.82
Total WATER CAPITAL IMPROVEMENT FUND:			1,745.82
WASTEWATER FUND			
WASTEWATER EXPENDITURES			
65-4350-2515 VISION REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	754659	FSA/HRA May 2020	45.40
STARLEY-LEAVITT INS. AGENCY	636434	636434 052620	54.00
65-4350-3120 DATA PROCESSING			
BILLING DOCUMENT SPECIALIS	59420	Utilities Billing	642.05
65-4350-3200 OPERATING SUPPLIES			
ALSCO - AMERICAN LINEN DIVI	LBO11804821	5192 052820	343.03
ALSCO - AMERICAN LINEN DIVI	LBO11806721	5192 060520	24.49
ALSCO - AMERICAN LINEN DIVI	LBO11806723	5292 060520	115.01
ATKINSONS' MARKET	03541020	Salt and Ice	31.13
ATKINSONS' MARKET	05303525	Distilled Water	6.06
CHATEAU DRUG CENTER	2225241	Tape and Foam	13.27
IDAHO RURAL WATER ASSOCIA	636830	Operation of Wastewater Treatment Plants - Matt Wieland	110.00
TREASURE VALLEY COFFEE INC	2160 06708339	COFFEE	60.30
65-4350-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	940328	37270 053120	79.18
65-4350-3800 CHEMICALS			
CHEMTRADE CHEMICALS US LL	92877752	Hyper+Ion	3,920.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
NORTH CENTRAL LABORATORI	439667	Chemicals	668.08
65-4350-4200 PROFESSIONAL SERVICES			
ANALYTICAL LABORATORIES, I	72216	chemicals	908.92
ROBERTS ELECTRIC	2762	Reset Generator	160.00
JESUS FREAK CONSULTING	200603B	Assembly Testing	325.00
65-4350-4900 PERSONNEL TRAINING/TRAVEL/MTG			
IDAHO BUREAU OF OCCUPATIO	060920	Operator License Renewal - Vert	120.00
IDAHO RURAL WATER ASSOCIA	636830	Waterwater Cert I & II - Matt Wieland	120.00
WIELAND, MATT	060320	Travel and Meal Reimbursement	199.16
65-4350-5200 UTILITIES			
INTERMOUNTAIN GAS	32649330001 0	32649330001 052620	9.79
INTERMOUNTAIN GAS	32649330001 0	32649330001 052620	24.60
INTERMOUNTAIN GAS	32649330001 0	32649330001 052620	9.79
INTERMOUNTAIN GAS	32649330001 0	32649330001 052620	20.76
INTERMOUNTAIN GAS	58208688554 0	58208688554 052220	9.79
65-4350-6000 REPAIR & MAINT-AUTO EQUIP			
NAPA AUTO PARTS	012531	Core Deposit Credit	62.00-
NAPA AUTO PARTS	014339	Various Filters	144.61
NAPA AUTO PARTS	015290	Air Filter	9.49
NAPA AUTO PARTS	015394	Brake Cleaner	3.98
NORTHWEST EQUIP SALES MAC	169866TP	Insulator	27.29
PIPECO, INC.	S3764388.001	Supplies	15.79
WOOD RIVER WELDING, INC.	176333	Welding	52.35
65-4350-6100 REPAIR & MAINT-MACH & EQUIP			
GEM STATE WELDERS SUPPLY,I	E262350	Compressed Gas	68.40
NAPA AUTO PARTS	015376	Filters	70.07
PIPECO, INC.	S3743621.001	Supplies	15.70
PLATT ELECTRIC SUPPLY	0J64414	Conduit	7.48
US BANK	9642 052520	9642 - O-Ring Credit	50.14-
US BANK	9642 052520	9642 - Cooling Fan	8.99
US BANK	9642 052520	9642 - Kick Plate	15.03
US BANK	9642 052520	9642 - Gigabit Ethernet Switches	189.96
USA BLUEBOOK	255338	Sensor	323.38
65-4350-6900 COLLECTION SYSTEM SERVICES/CHA			
USA BLUEBOOK	242755	Radial Bullet	74.33
Total WASTEWATER EXPENDITURES:			8,934.52
WASTEWATER DEBT SERVICE EXP			
65-4800-4200 PROF.SERVICES-PAYING AGENT			
ZIONS BANK	3872584C-6	Revenue bond Series 2014C - Admin Fee	450.00
Total WASTEWATER DEBT SERVICE EXP:			450.00
Total WASTEWATER FUND:			9,384.52
Grand Totals:			613,564.98

Vendor Name

Invoice Number

Description

Net Invoice Amount

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

June 15, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Receive and File Treasurer's Monthly Financial Report

Recommendation and Summary

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

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

The reasons for the recommendation are as follows:

- State statute establishes requirements for monthly 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."

Analysis

Pursuant to the above statutory requirements, enclosed for Council review is a monthly financial report showing the financial condition of the City in the current fiscal year. This report, along with complete financial statements, is available on the City's website.

Financial Impact

There is no financial impact to this reporting.

Attachments

- Attachment A: Monthly Financial Report Charts



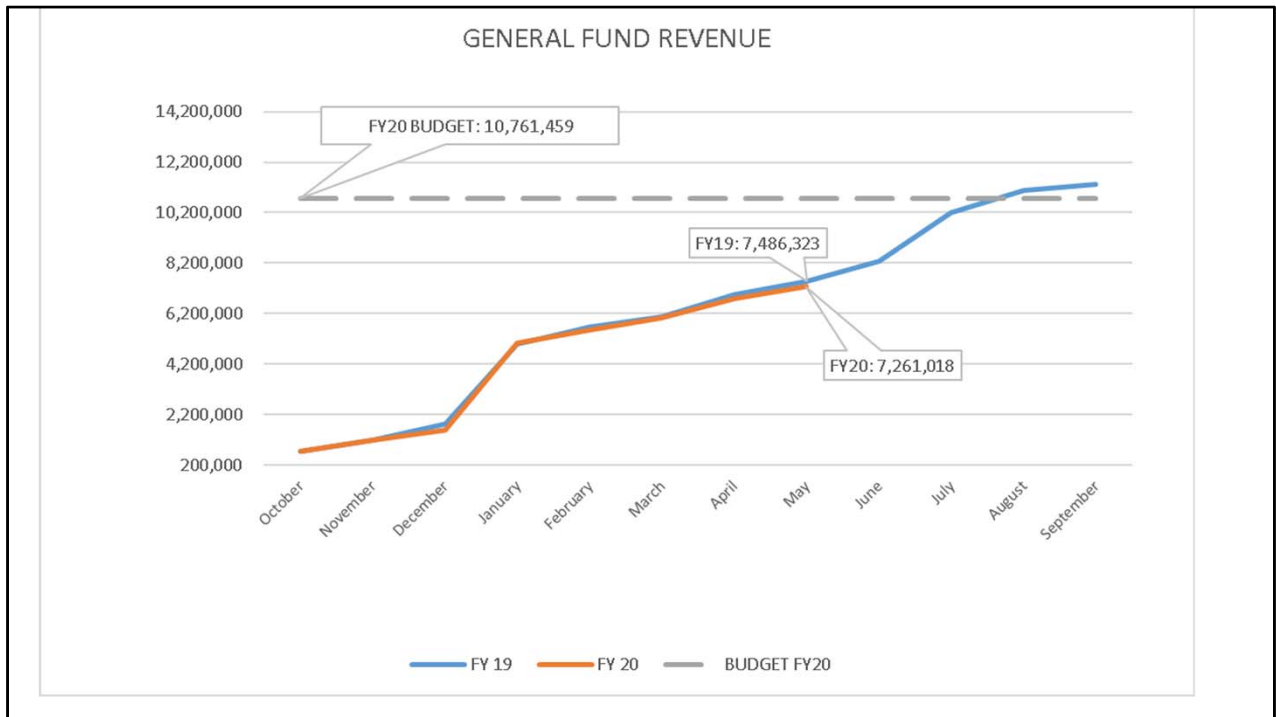
Monthly Financial Reports

As of May 31, 2020

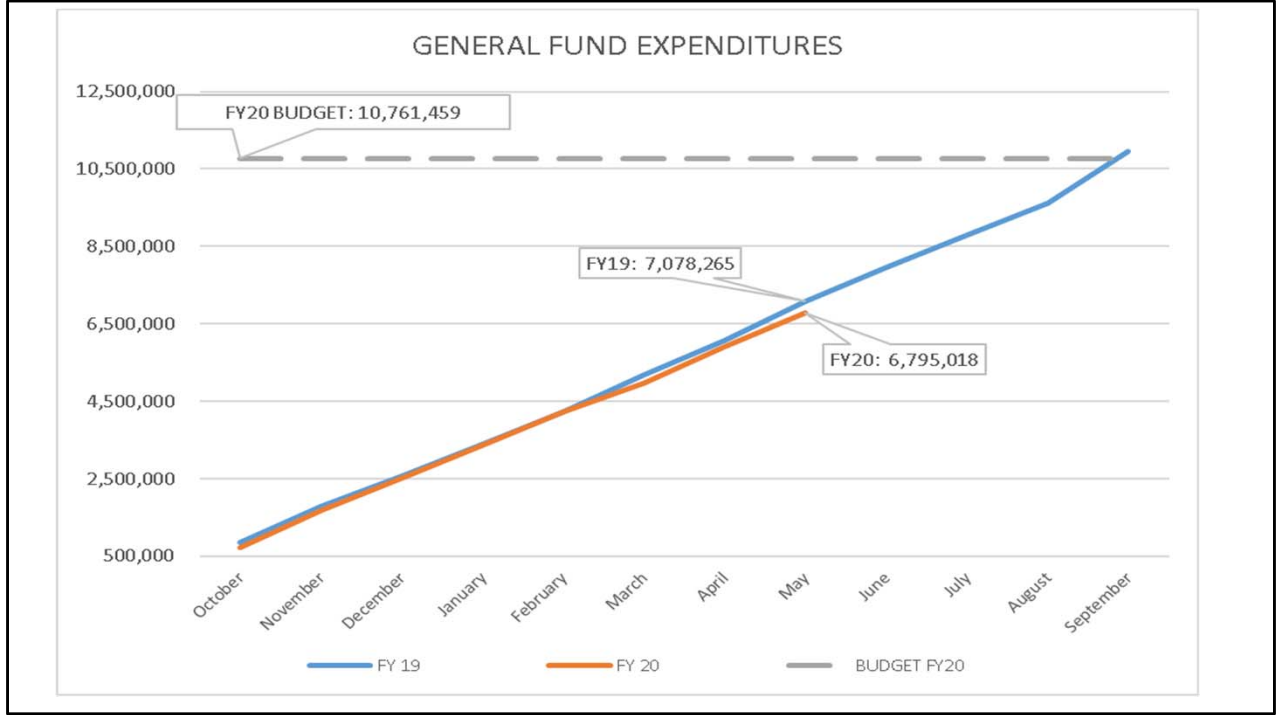
This packet is divided into three sections: (1) General Fund charts (pages 2-13); (2) Original LOT charts (pages 14-18); (3) Enterprise Fund charts (pages 19-23); and Off-Street Parking Lot charts (pages 24-28).

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.

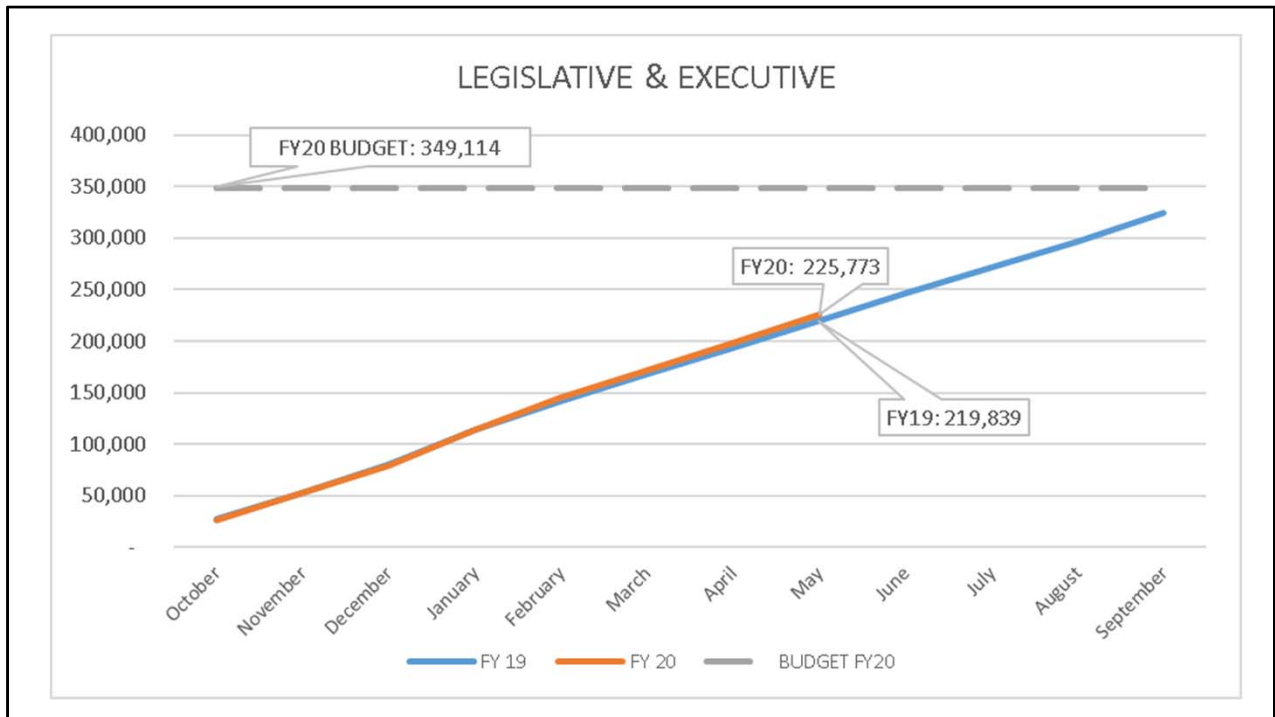
General Fund



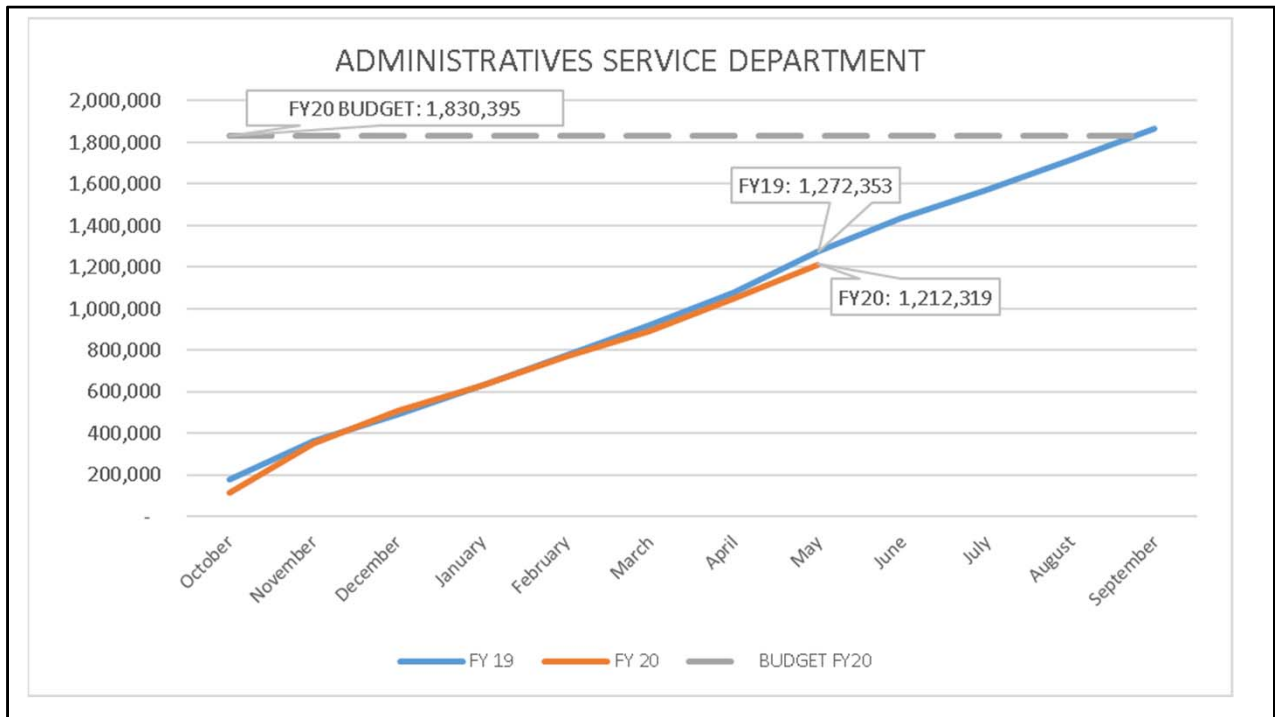
The General Fund revenues are down approximately \$225,306 (3%) in FYTD.



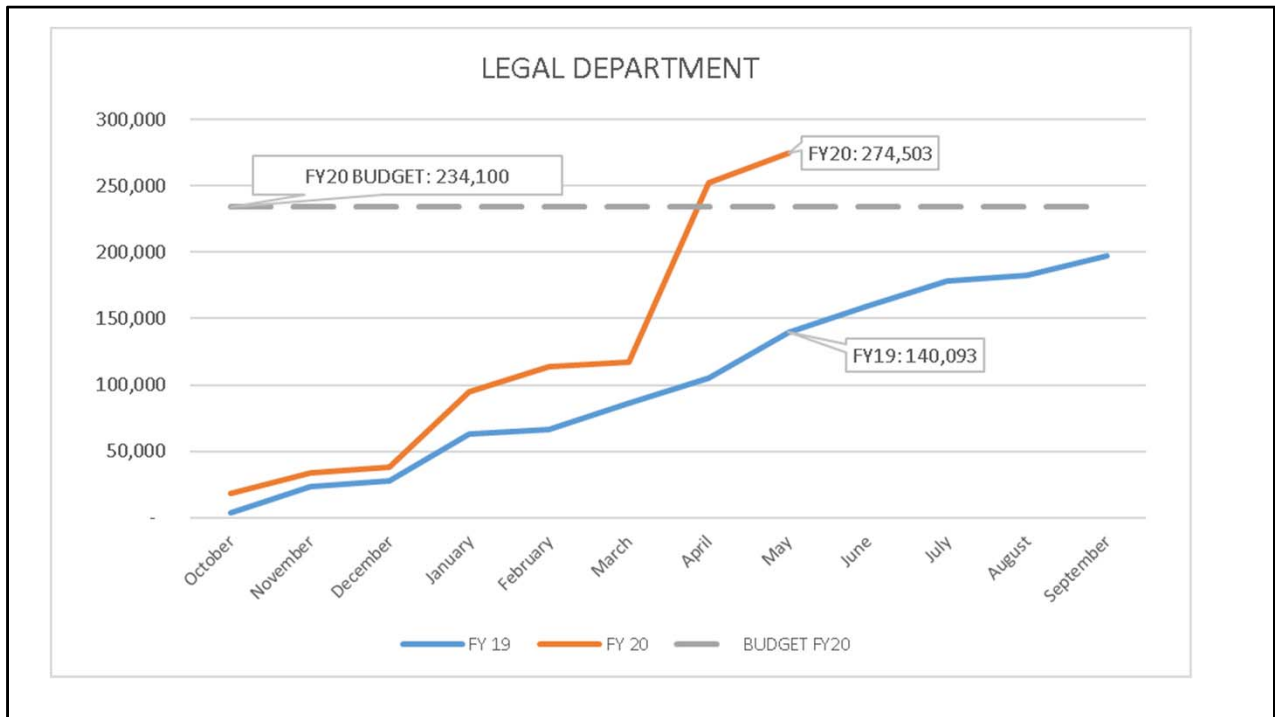
The General Fund expenditures are down \$283,247 (4%) FYTD.



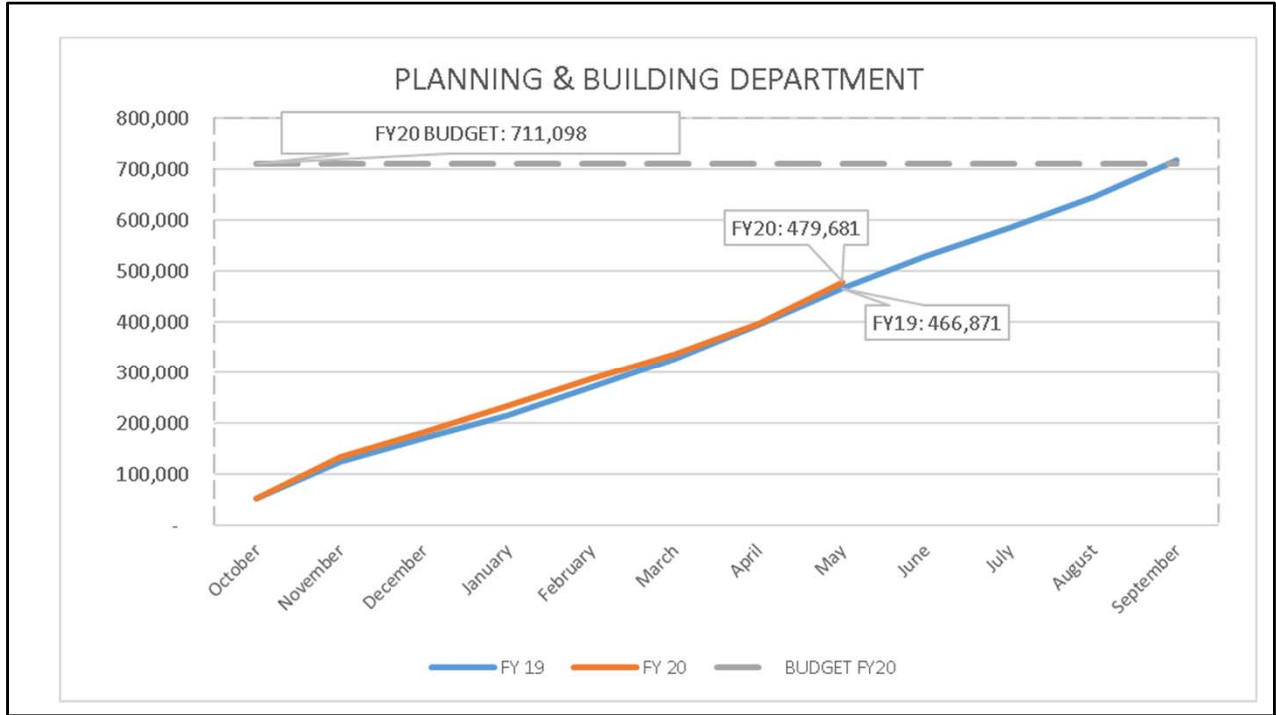
The Legislative & Executive Department expenditures are up \$5,934 (2.7%) FYTD.



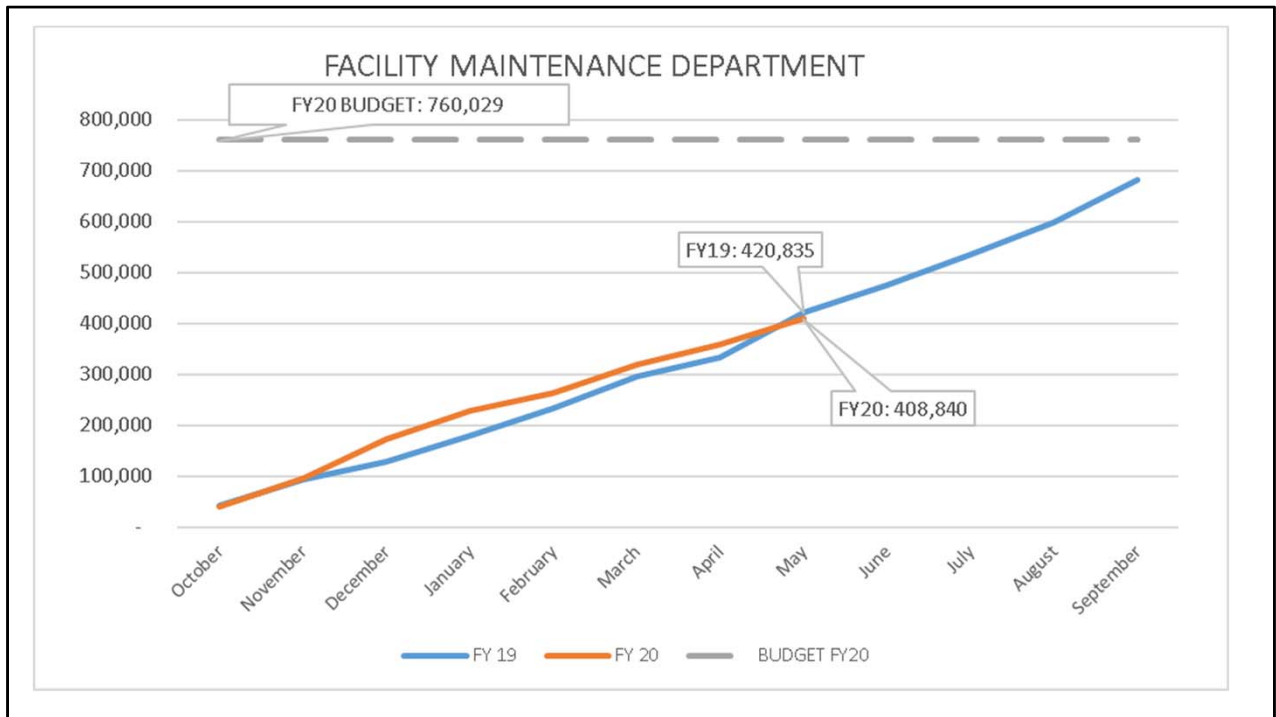
The Administrative Services Department expenditures are down \$60,034 (4.7%) FYTD.



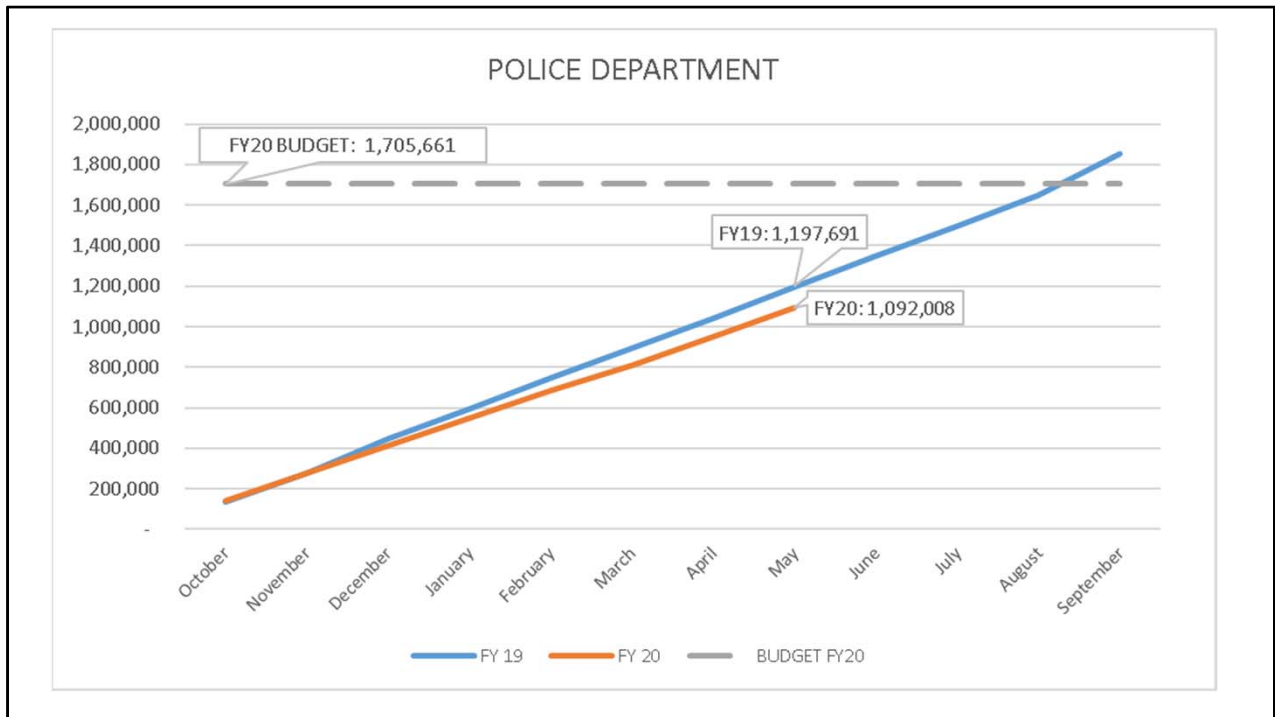
The Legal Department expenditures are up \$134,410 (95.4%) FYTD. This increase is largely due to the timing of the contract billing with White Peterson related to certain legal matters.



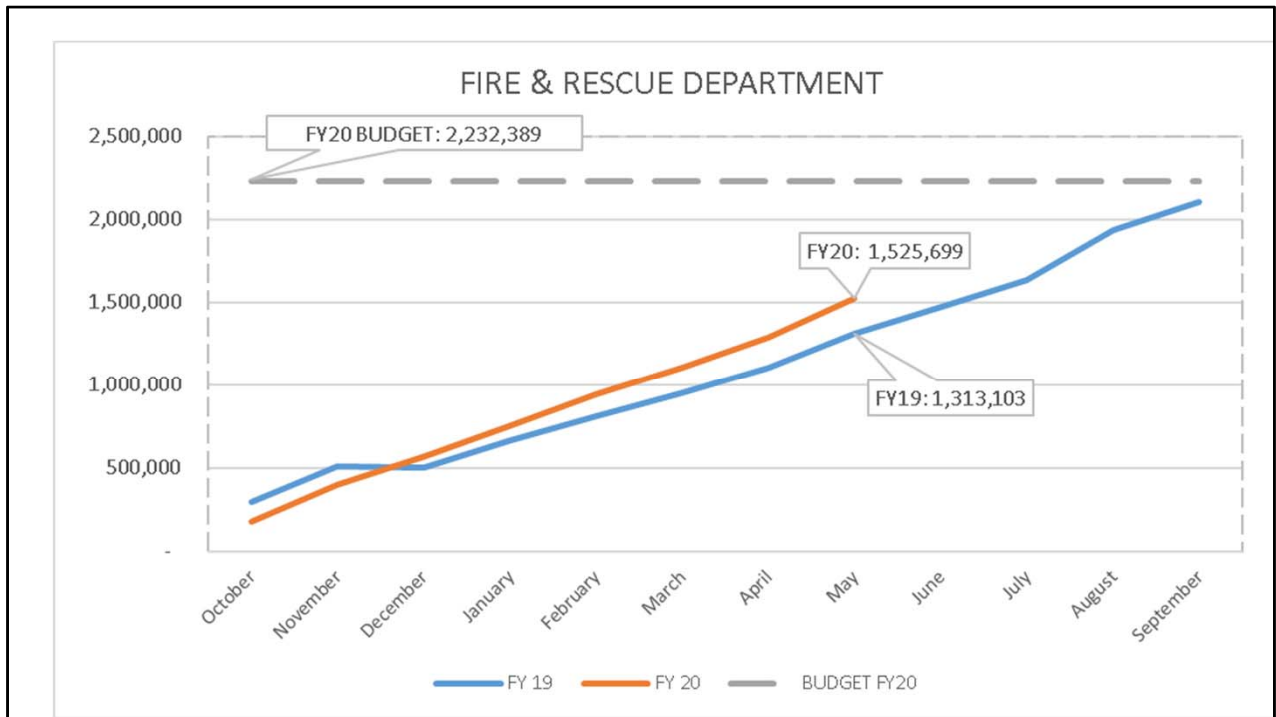
The Planning & Building Department expenditures are up \$12,810 (2.7%) FYTD.



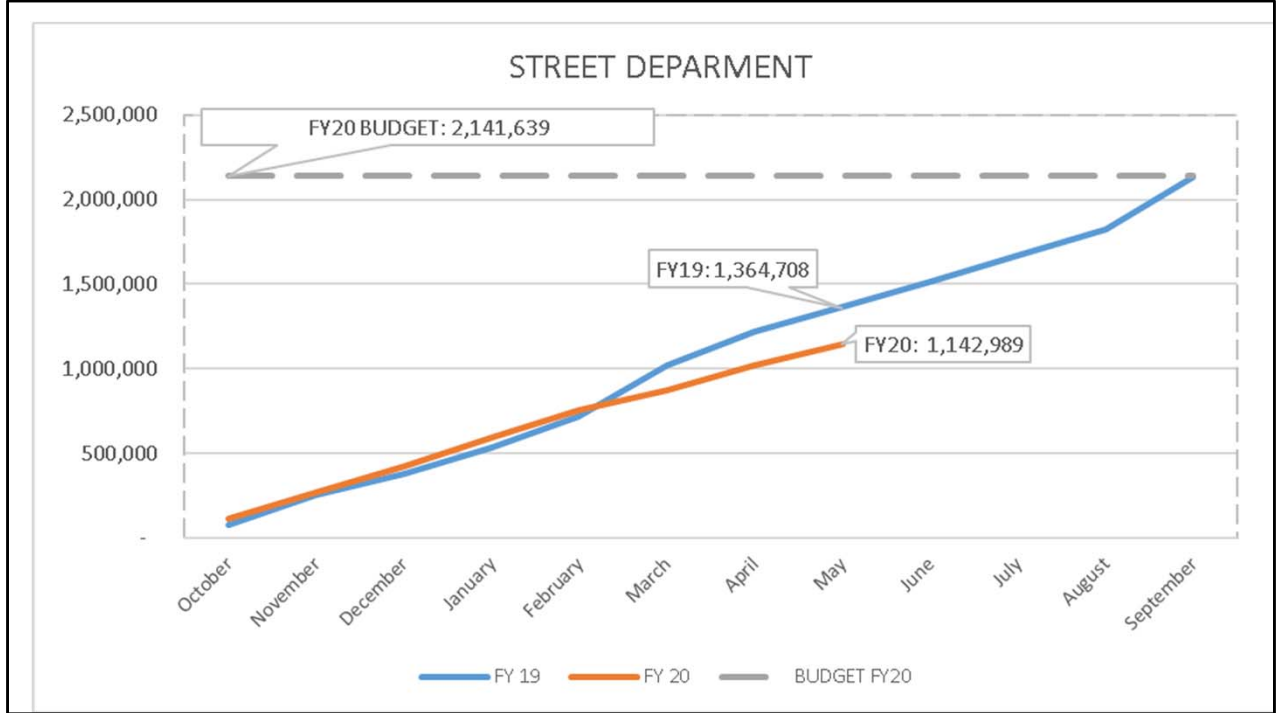
The Facilities Maintenance Department expenditures are down \$11,995 (2.9%) FYTD.



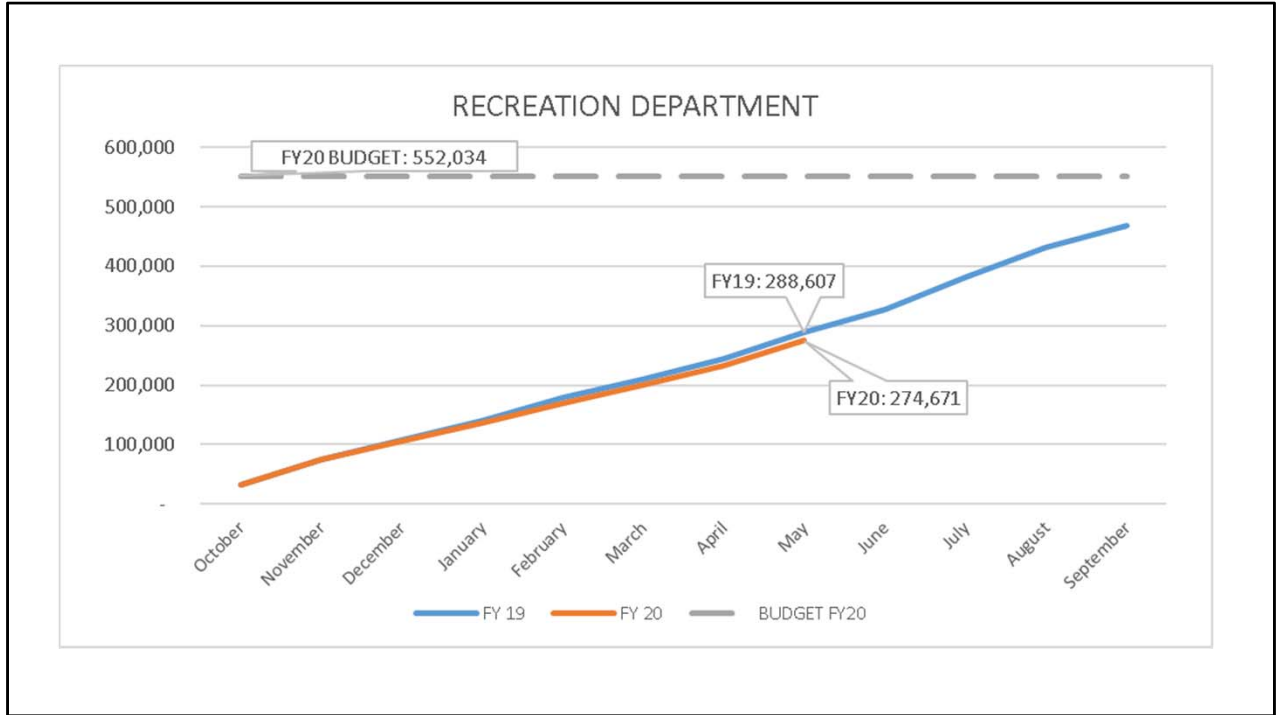
The Police Department expenditures are down \$105,683 (8.8%) FYTD. This decrease is largely due to a partial vacancy in the Community Service function that has recently been filled.



The Fire & Rescue Department expenditures are up \$212,596 (16.1%) FYTD. This increase is due largely to an increase in utilization of supplies and paid-on-call labor, and also the filling of a vacant position.

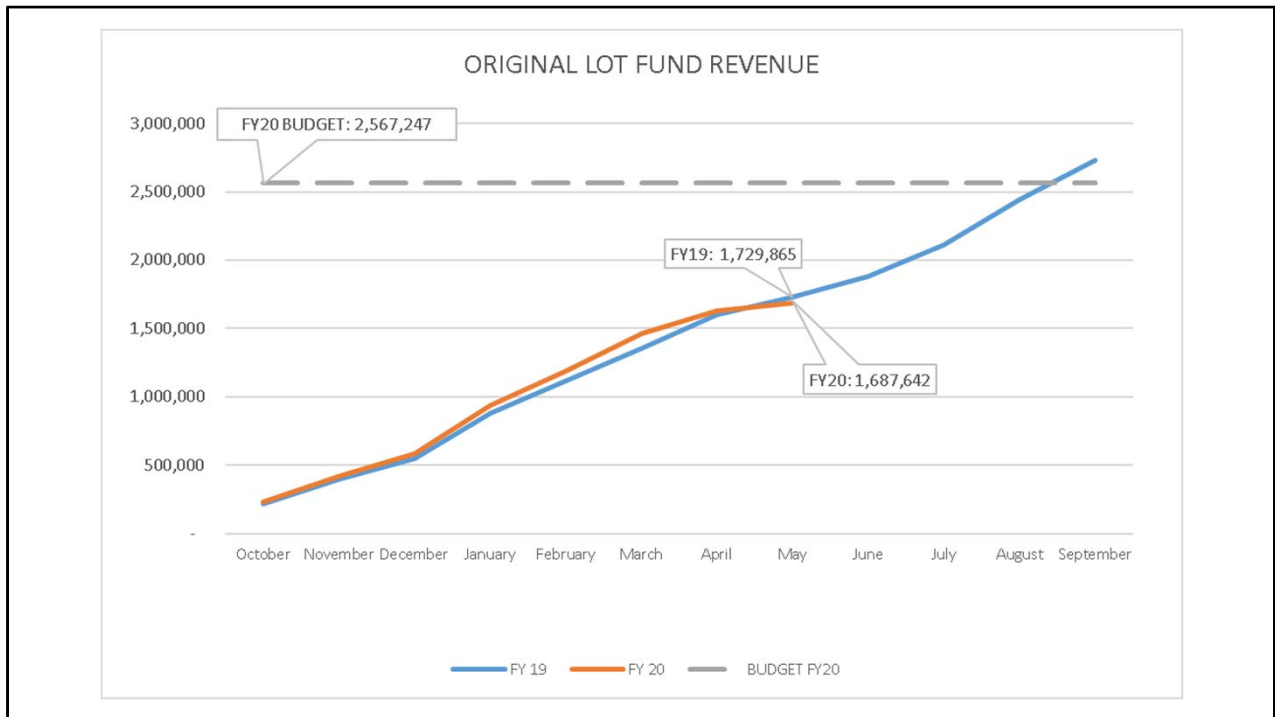


The Streets Department expenditures are down \$221,719 (16.3%) FYTD. This decrease is due to a lighter snow year.

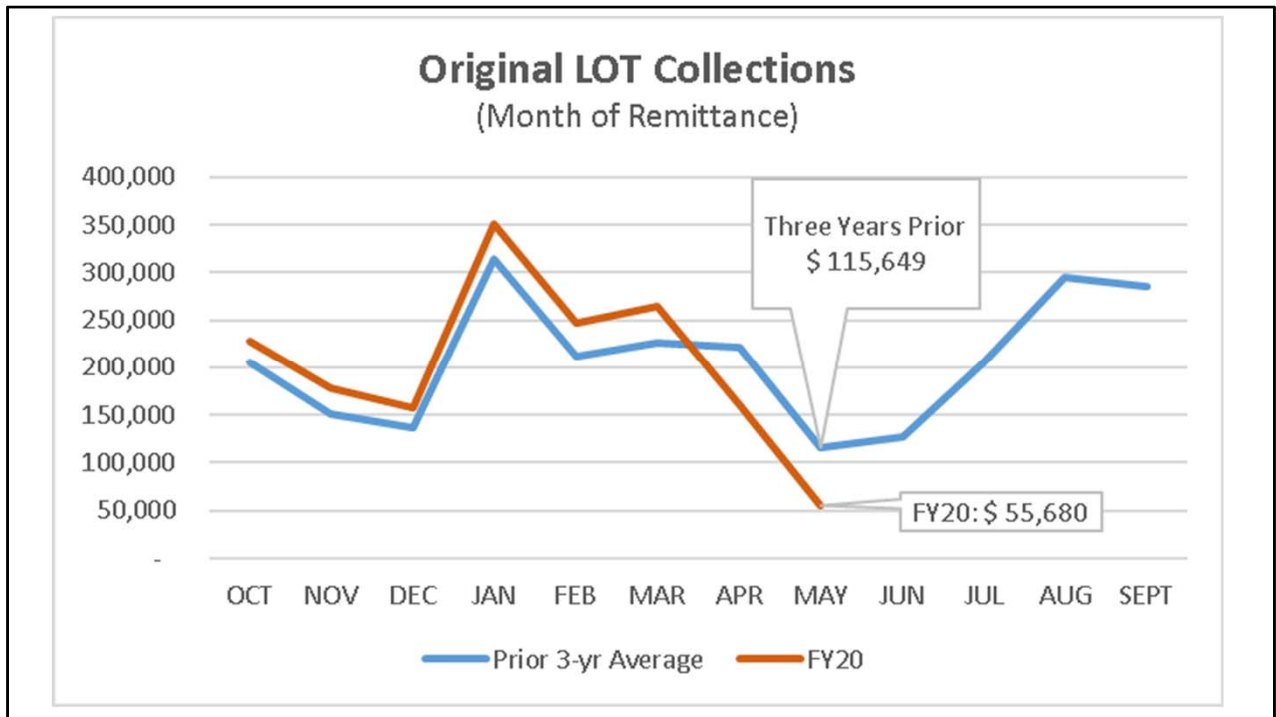


The Recreation Department expenditures are down \$13,936 (4.8%) FYTD.

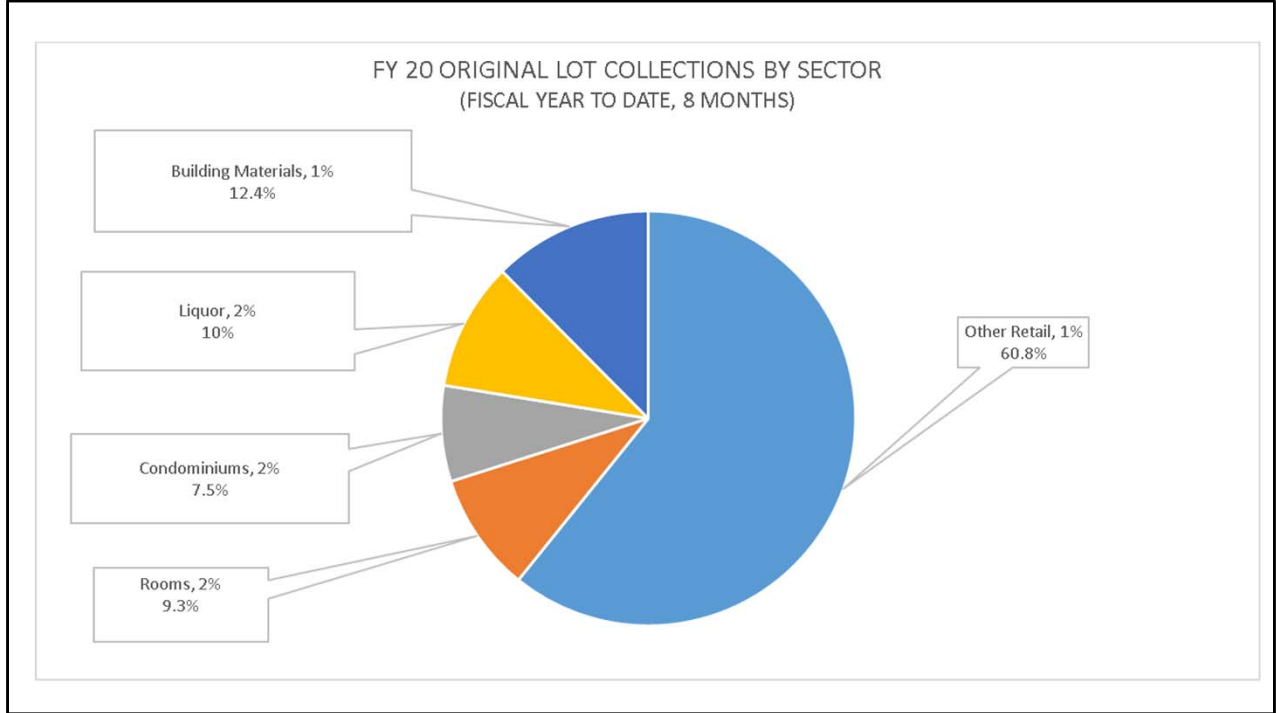
LOT Analysis



Revenue to the Original LOT Fund is down approximately \$42,223 (2.4%) FYTD.

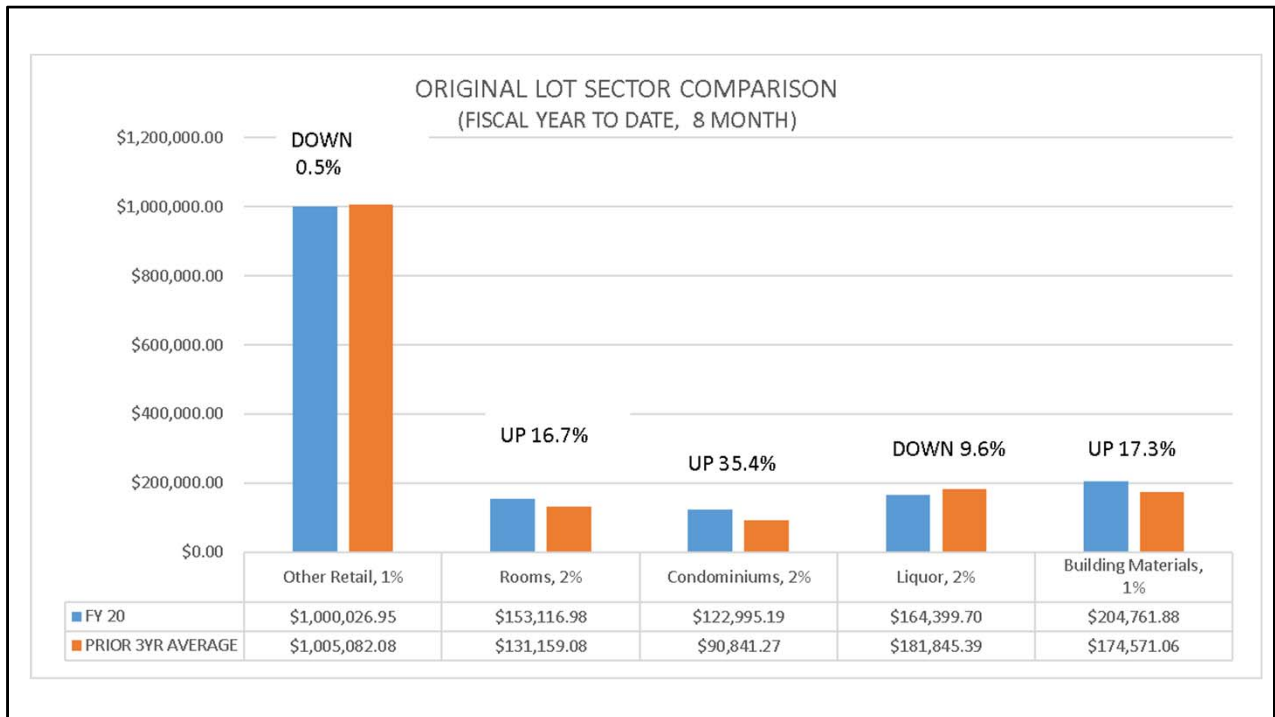


Revenues from Original LOT covered sales are down approximately 51.9% over the average of the prior three years.



To date in FY 20 (8 months), Original LOT collections have been generated by each sector as follows:

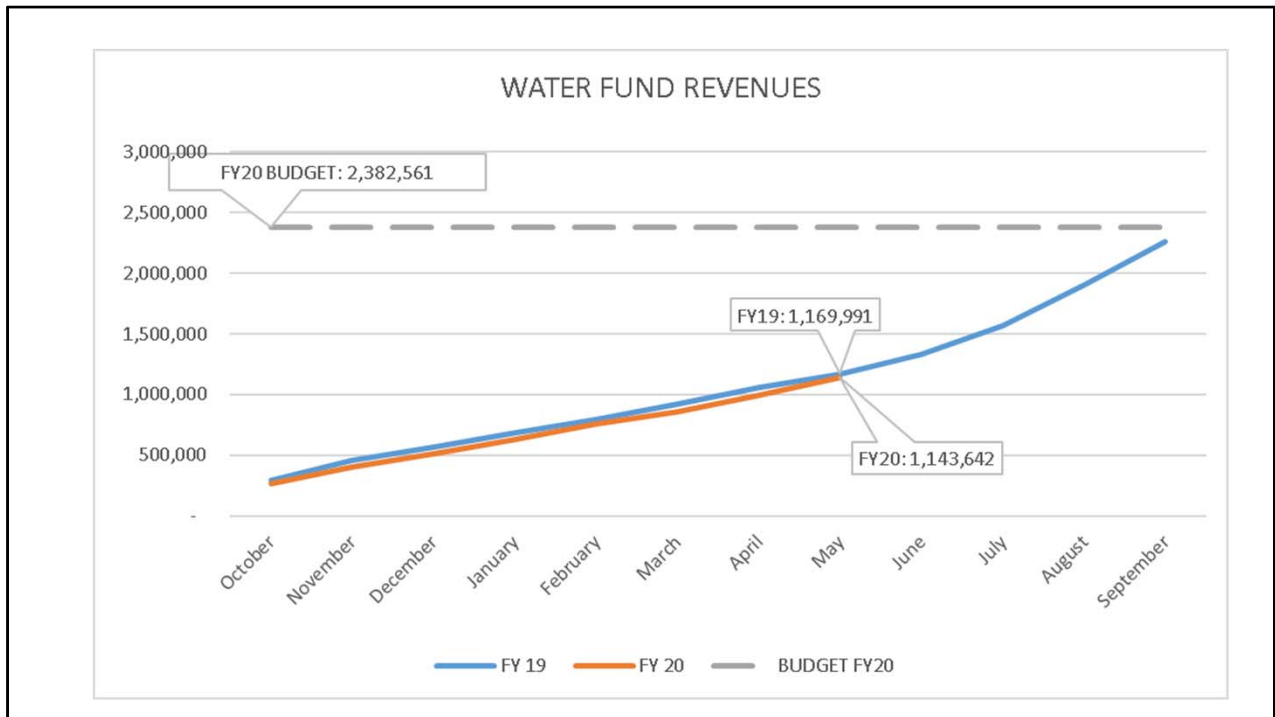
1. Retail has generated 60.8% of the total.
2. Building Materials have generated 12.4%.
3. Liquor has generated 10%
4. Rooms have generated 9.3%.
5. Condominiums have generated 7.5%.



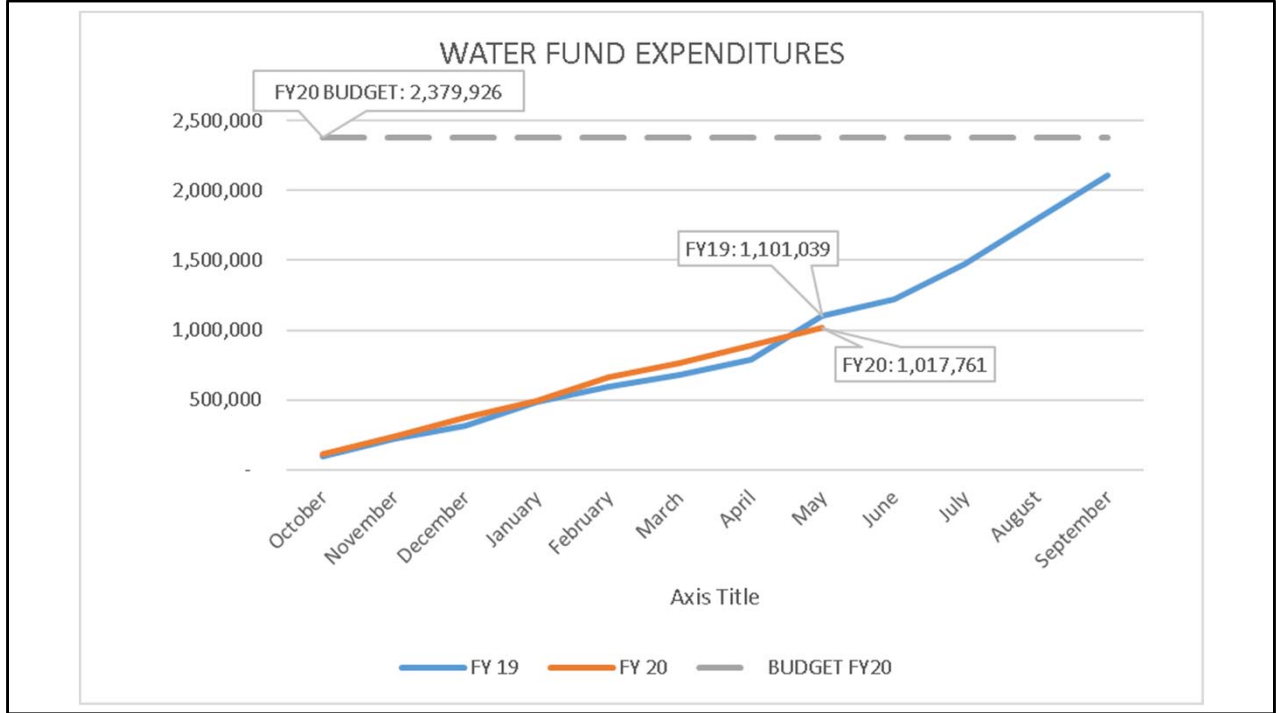
Through the first 8 months of FY 20, collections compared to the prior three-year average are as follows:

1. Retail is down 0.5%.
2. Rooms are up 16.7%.
3. Condominiums are up 35.4%
4. Liquor is down 9.6%.
5. Building Materials are up 17.3%.

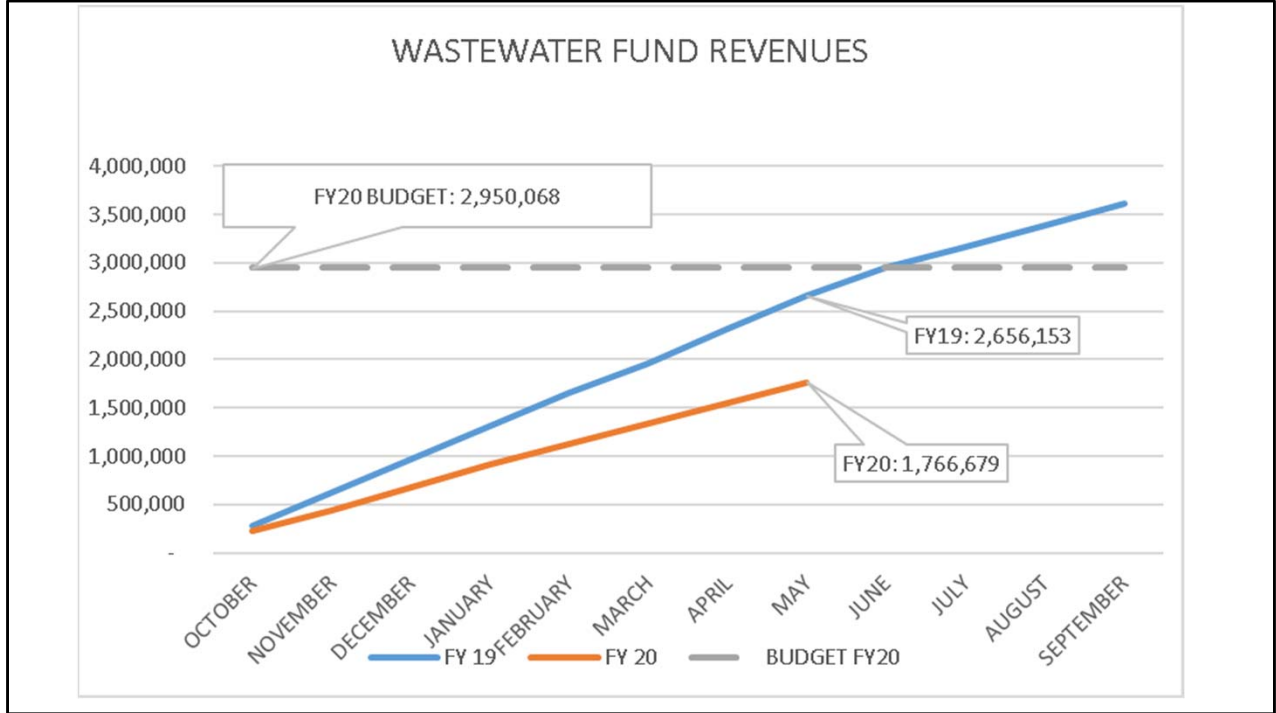
Enterprise Funds



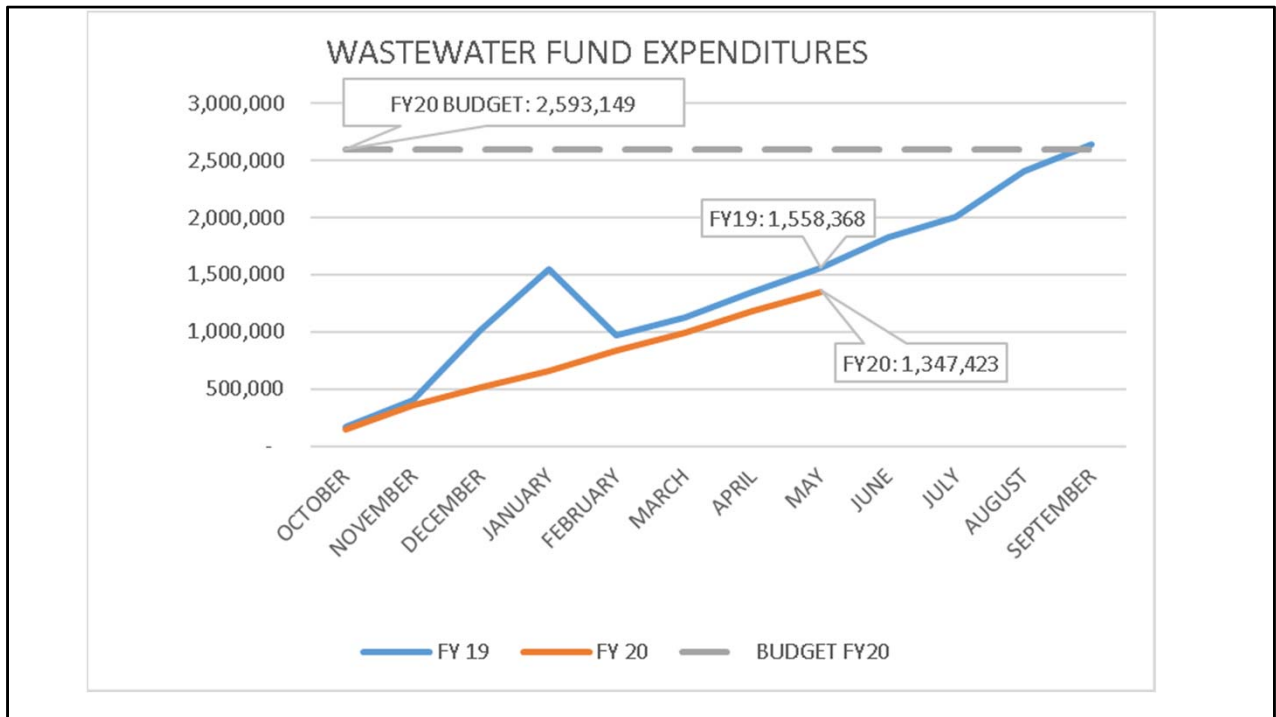
The Water Fund revenues are down \$26,349 (2.3%) FYTD.



The Water Fund expenditures are down \$83,278 (7.6%) FYTD.

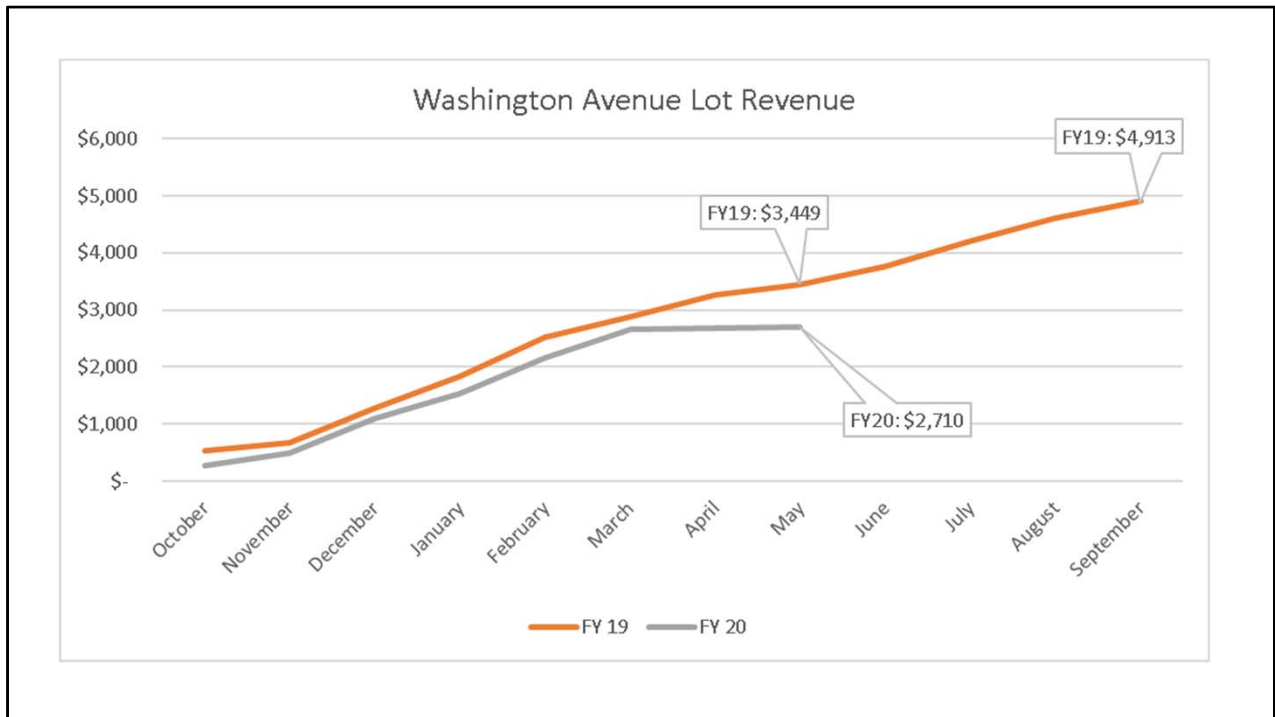


The Wastewater Fund revenues are down \$889,474 (33.5%) FYTD. This decrease is due to lower reimbursements from the Sun Valley Water and Sewer District for the now complete Headworks project.

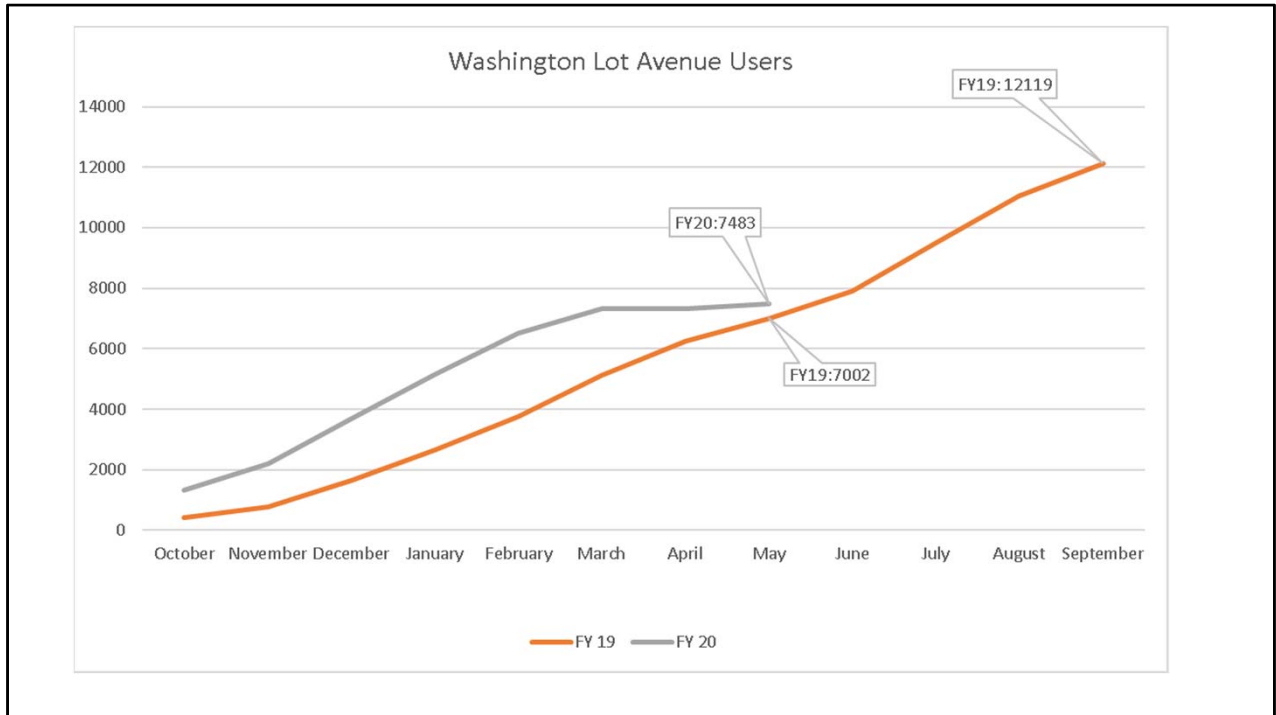


The Wastewater Fund expenditures are down approximately \$210,945 (13.5%) FYTD. The decrease is largely due to lower contracted expenditures in FY20.

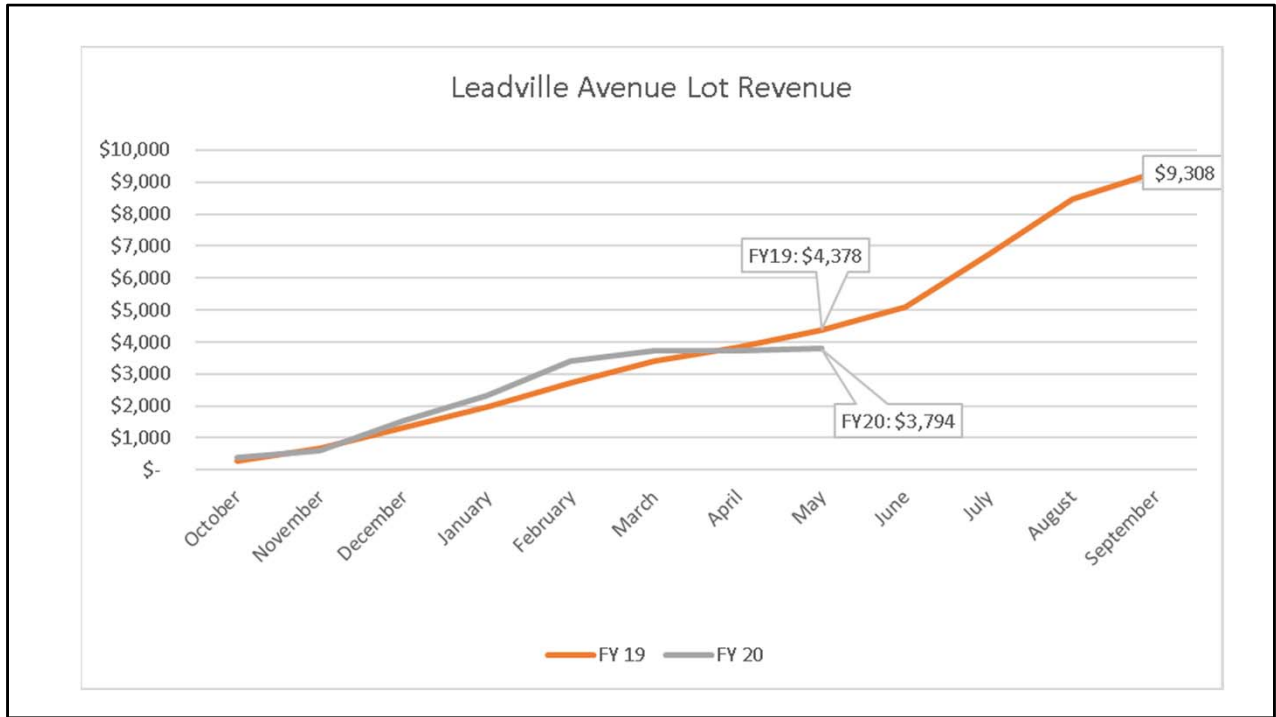
Off-Street Parking Lots



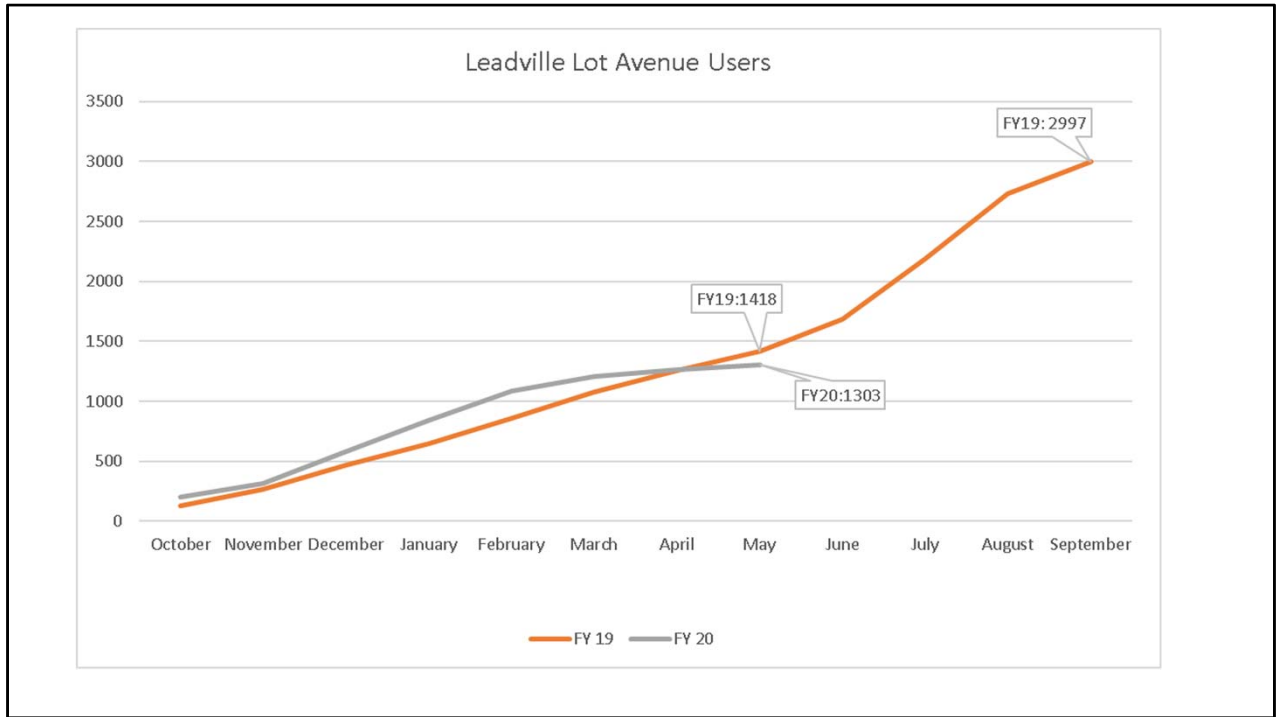
In the fiscal year to date, revenues at the Washington Avenue parking lot are down \$739 (21.4%) relative to the prior year.



In the fiscal year to date, the number of transactions registered at the Washington Avenue parking lot is up 481 (6.9%) relative to the prior year.



In the fiscal year to date, revenues at the Leadville Avenue parking lot are down \$584 (13.3%) relative to the prior year.



In the fiscal year to date, the number of transactions registered at the Leadville Avenue parking lot is down \$115 (8.1%) relative to the prior year.



City of Ketchum

June 15, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Approve Alcohol Beverage Licenses

Recommendation and Summary

Staff is recommending the council to approve the license and adopt the following motion:

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

The reasons for the recommendation are as follows:

- Ketchum Municipal Code Requires certain licenses to sell liquor, beer or wine.
- At this time, the application is for the period of August 1, 2020 – July 31, 2021, the Council approval is requested to complete the process of issuing such beer, wine and liquor licenses.

Introduction and History

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

Analysis

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

Financial Impact

- The City of Ketchum will realize revenue of \$13,470 from approval of these licenses in accordance with the current fee structure.

<u>Company</u>	<u>Beer Consumed on Premises</u>	<u>Beer Not to be Consumed on Premises</u>	<u>Wine Consumed on Premises</u>	<u>Wine Not to be Consumed on Premises</u>	<u>Liquor</u>	<u>Approved by Council for 2020-21</u>
The Haven	X	X	X	X		6/15/2020
Smoky Mountain Pizza	X	X	X	X		6/15/2020
Warm Springs Lodge	X				X	6/15/2020
River Run Lodge	X				X	6/15/2020
Lefty's	X	X	X			6/15/2020
Base Camp Warm Springs		X		X		6/15/2020
Grill at Knob Hill	X				X	6/15/2020
Bigwood Sports	X		X			6/15/2020
Hank and Sylvie's		X		X		6/15/2020
The Sawtooth Club	X				X	6/15/2020
Nourish Me	X	X	X	X		6/15/2020
Barbara's Party Rentals		X		X		6/15/2020
The Kneadery	X		X			6/15/2020
Despos	X		X			6/15/2020
The Covey	X	X	X	X		6/15/2020
Cookbook Restaurant	X	X	X	X		6/15/2020
Rico's Pizza and Pasta	X	X	X	X		6/15/2020
Barrío 75 Taco & Tequila Lounge	X	X			X	6/15/2020
Casino 2 & Casino Café	X	X			X	6/15/2020
Vintage Restaurant	X		X	X		6/15/2020
Pioneer Saloon	X				X	6/15/2020
Village Market		X		X		6/15/2020
That's Entertainment		X		X		6/15/2020
Sun Valley Wine Company	X	X	X	X		6/15/2020

Sincerely,

Grant Gager
 Director of Finance and Internal Services
 Attachments: Alcohol applications



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name:	<i>Artichokes are Hearts LLC</i>	Doing Business As: <i>the haven</i>
Physical Address where license will be displayed:	<i>220 East Avenue Suite #1</i>	
Mailing Address:	<i>PO Box 4103</i>	
Recorded Owner of Property:	<i>Tom Campion</i>	
Applicant Phone Number:	<i>503-349-0035</i>	Applicant Email: <i>Kellee_harens@msn.com</i>
STATE LICENSE NO:	(copy required)	COUNTY LICENSE NO: (copy required)
Corporation: <input checked="" type="checkbox"/>	List names and addresses of corporation officers and/or partners: _____ _____ _____ _____	
Partnership: <input type="checkbox"/>		
Individual: <input type="checkbox"/>		
If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		<i>\$ 1650</i>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

11677

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

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

[Signature] owner
Applicant Signature Relation to Business

5/12/2020
Date

Kathleen Schwabberger
City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>5-20-2020</u>	License Fee Paid: <u>\$ 650</u>	License No: <u>1677A</u>
<i>To the City Council, Ketchum, Idaho;</i> <i>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u>.</i>		
Approved by City of Ketchum Idaho by;		
<hr/>		
Mayor		

Approval 6-15-2020



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>Smoky Mountain Pizza + Pasta Ketchum LLC</u>		Doing Business As: <u>Smoky Mountain Pizzeria Grill</u>
Physical Address where license will be displayed: <u>200 Sun Valley Rd., Ketchum, ID 83340</u>		
Mailing Address: <u>408 E 41st Street, Boise, ID 83714</u>		
Recorded Owner of Property: <u>Gumbo, LTD</u>		
Applicant Phone Number: <u>208-622-5625</u>		Applicant Email: <u>ketchumstore@smky.mt.com</u>
STATE LICENSE NO: <u>3359</u> (copy required)		COUNTY LICENSE NO: <u>52</u> (copy required)
Corporation: <input type="checkbox"/> Partnership: <input checked="" type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		List names and addresses of corporation officers and/or partners: <u>TripleT Enterprises, Inc. Its only member</u> <hr/> <hr/> <hr/>
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		<u>\$ 650</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

364

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

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

Janice Blood President TRIPLE TENT, INC. ITS Member

Applicant Signature

Relation to Business

5/14/20

Date

Kathleen Schwab Berger

City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>5.20.2020</u>	License Fee Paid: <u>\$650</u>	License No: <u>364A</u>
<p>To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u>.</p>		
<p>Approved by City of Ketchum Idaho by;</p> <p>_____</p> <p>Mayor</p>		

Approval. June 15, 2020



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>Sun Valley Company</u>	Doing Business As: <u>Warm Springs Lodge</u>	
Physical Address where license will be displayed: <u>201 Picasso Street, Ketchum, ID 83340</u>		
Mailing Address: <u>P.O. Box 10, Sun Valley, ID 83353</u>		
Recorded Owner of Property: <u>Sun Valley Company</u>		
Applicant Phone Number: <u>208-622-4111</u>	Applicant Email: <u>vschwartz@sunvalley.com</u>	
STATE LICENSE NO: <u>1556</u> (copy required)	COUNTY LICENSE NO: <u>54</u> (copy required)	
Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: <u>See attached</u>	
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input checked="" type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ <u>760.⁰⁰</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

49

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

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

Will Sih *PRESIDENT / GENERAL MANAGER*
 Applicant Signature Relation to Business

5.15.2020
 Date

Kathleen Schwab Genberger
 City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <i>5-22-2020</i>	License Fee Paid: <i>\$ 700</i>	License No: <i>49A</i>
<p>To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of August 1, 2020 <i>July 31, 2020</i>.</p> <p>Approved by City of Ketchum Idaho by;</p> <p>_____</p> <p>Mayor</p>		

Approval June 15, 2020

Sun Valley Company Officers

Name: Lynn C. Hart
Title: Secretary
Address: 943 E. 260 N., Orem, UT 84097
Phone: 801.524.2756

Name: Stephen E. Holding
Title: Vice President
Address: 4061 Mt. Olympus Way, Salt Lake City, UT 84124
Phone: 801.524.2715

Name: Timothy L. Silva
Title: Vice President, General Manager
Address: 104 Meadowridge Rd., Sun Valley, ID 83353
Phone: 208.622.2042

Name: Terry R. Whipple
Title: Chief Tax Officer
Address: 4459 South 2700 East, Salt Lake City, UT 84124
Phone: 801.524.2983



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>Sun Valley Company</u>		Doing Business As: <u>River Run Lodge</u>
Physical Address where license will be displayed: <u>500 River Run Plaza, Ketchum, ID 83340</u>		
Mailing Address: <u>P.O. Box 10, Sun Valley, ID 83353</u>		
Recorded Owner of Property: <u>Sun Valley Company</u>		
Applicant Phone Number: <u>208-622-4111</u>		Applicant Email: <u>kschwertler@sunvalley.com</u>
STATE LICENSE NO.: <u>1556</u> (copy required)		COUNTY LICENSE NO.: <u>54</u> (copy required)
Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		List names and addresses of corporation officers and/or partners: <u>See Attached</u>
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input checked="" type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ <u>760.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

1339

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

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

Neil Sh PRESIDENT / GENERAL MANAGER
Applicant Signature Relation to Business

5.15.2020
Date

Kathleen Schwartzberger
City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>5-22-2020</u>	License Fee Paid: <u>\$760</u>	License No: <u>1339A</u>
To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u> .		
Approved by City of Ketchum Idaho by;		
_____ Mayor		

Approval June 15, 2020

Sun Valley Company Officers

Name: Lynn C. Hart
Title: Secretary
Address: 943 E. 260 N., Orem, UT 84097
Phone: 801.524.2756

Name: Stephen E. Holding
Title: Vice President
Address: 4061 Mt. Olympus Way, Salt Lake City, UT 84124
Phone: 801.524.2715

Name: Timothy L. Silva
Title: Vice President, General Manager
Address: 104 Meadowridge Rd., Sun Valley, ID 83353
Phone: 208.622.2042

Name: Terry R. Whipple
Title: Chief Tax Officer
Address: 4459 South 2700 East, Salt Lake City, UT 84124
Phone: 801.524.2983



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>Lefty's Inc / Dale Hausmann</u>		Doing Business As: <u>Lefty's Bar + Grill</u>
Physical Address where license will be displayed: <u>231 6th St East</u>		
Mailing Address: <u>PO Box 3899</u>		
Recorded Owner of Property: <u>Delphin Properties</u>		
Applicant Phone Number: <u>208-726-2541</u>		Applicant Email: <u>Dale@LeftysBarandgrill.com</u>
STATE LICENSE NO: (copy required)		COUNTY LICENSE NO: (copy required)
Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		List names and addresses of corporation officers and/or partners: <u>Dale Hausmann 225 Wilbur, Hailey, ID</u> <u>Martha Hausmann 225 Wilbur, Hailey, ID</u>
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00
	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ <u>450</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

351

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

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

Dr. Hauwax Owner

Applicant Signature: 5/19/20 Relation to Business

Date
Kathleen Schwarz Gombarger
City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>5.22.2020</u>	License Fee Paid: <u>6450</u>	License No: <u>3351A</u>
<p>To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u></p>		
<p>Approved by City of Ketchum Idaho by;</p> <p>_____</p> <p>Mayor</p>		

Approval June 15, 2020



City of Ketchum

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

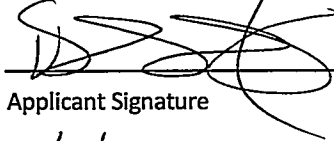
Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>BASE CAMP WARM SPRINGS LLC</u>	Doing Business As: <u>BASE CAMP WARM SPRINGS</u>	
Physical Address where license will be displayed: <u>980 WARM SPRINGS RD. KETCHUM ID 83340</u>		
Mailing Address: <u>600 N. MAIN ST. HAILEY ID 83333</u>		
Recorded Owner of Property: <u>DUSTAN WENDLAND</u>		
Applicant Phone Number: <u>208 928 6972</u>	Applicant Email: <u>DUSTY.WENDLAND@YAHOO.COM</u>	
STATE LICENSE NO: <u>14883</u> (copy required)	COUNTY LICENSE NO: _____ (copy required)	
Corporation: <input checked="" type="checkbox"/> <u>LLC</u>	List names and addresses of corporation officers and/or partners: <u>DUSTAN WENDLAND 600 N. MAIN ST. HAILEY ID 83333</u>	
Partnership: <input type="checkbox"/>		
Individual: <input type="checkbox"/>		
If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
BEER LICENSE FEES		
<input type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ <u>250.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

1682

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

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



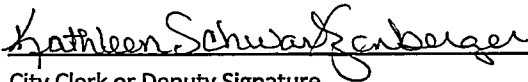
Applicant Signature

MANABOR

Relation to Business

5/17/20

Date



City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: 5.22-2020	License Fee Paid: \$ 250	License No: 11082A
To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, 2020 - July 31, 2020.		
Approved by City of Ketchum Idaho by;		
<hr/>		
Mayor		

Approval June 15, 2020



City of Ketchum

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


Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>Dunn Deel LLC</u>	Doing Business As: <u>Grill at Knob Hill</u>	
Physical Address where license will be displayed: <u>960 North Main St.</u>		
Mailing Address: <u>PO Box 3352, Ketchum Id 83340</u>		
Recorded Owner of Property: <u>Knob Hill Inn (KHI)</u>		
Applicant Phone Number: <u>208-726-8004</u>	Applicant Email: <u>dunndeelSV@gmail.com</u>	
STATE LICENSE NO: <u>3875</u> (copy required)	COUNTY LICENSE NO: <u>#20 (2019/2020)</u> (copy required)	
Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: <u>Robert Dunn</u> <u>Jolie Dunn</u> _____ _____ _____	
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
	Wine, to be consumed on premises	\$200.00
	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input checked="" type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ <u>760.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

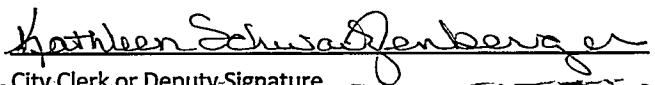
1352

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

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

 owner
Applicant Signature Relation to Business

5-21-2020
Date


City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>5.22.2020</u>	License Fee Paid: \$ <u>760</u>	License No: <u>1352A</u>
To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u>		
Approved by City of Ketchum Idaho by;		
<hr/>		
Mayor		

Approval June 15, 2020



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION	
Applicant Name: Bigwood Sports LLC	Doing Business As: Bigwood Golf
Physical Address where license will be displayed: 115 Thunder Trail Ketchum ID 83340	
Mailing Address: PO Box 87 Sun Valley ID 83353	
Recorded Owner of Property: Bigwood Sports LLC	
Applicant Phone Number: 5043438490	Applicant Email: kstewart@magnoliafleet.com
STATE LICENSE NO: _____ (copy required)	COUNTY LICENSE NO: _____ (copy required)
Corporation: <input checked="" type="checkbox"/> Limited liability company Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: See Attached
BEER LICENSE FEES	
<input checked="" type="checkbox"/> Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input type="checkbox"/> Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES	
<input checked="" type="checkbox"/> Wine, to be consumed on premises	\$200.00
<input type="checkbox"/> Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES	
<input type="checkbox"/> Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due \$ 400.00	
ADDITIONAL INFORMATION	
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

48

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

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

William James Weir IV OWNER

Applicant Signature

Relation to Business

5/22/2020

Date

Kathleen Schwab-Fenberger

City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received:	License Fee Paid:	License No:
<p>To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u>.</p> <p>Approved by City of Ketchum Idaho by;</p> <p>_____</p> <p>Mayor</p>		

June 15, 2020 Approval

Name: Daniel Wiedner, IV
Address: PO Box 87, Sun Valley, ID 83353
Title: Member
SSN: 433-73-4971
Date of Birth: 8/13/1976
Idaho Resident: No

Name: Kristin Stewart
Address: PO Box 87, Sun Valley, ID 83353
Title: Member
SSN: 433-73-4996
Date of Birth: 3/4/1981
Idaho Resident: No

Name: Taylor Roniger
Address: PO Box 87, Sun Valley, ID 83353
Title: Member
SSN: 433-73-2970
Date of Birth: 8/13/1976
Idaho Resident: No



City of Ketchum

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

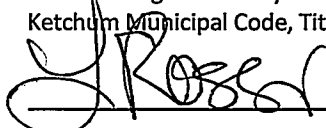
Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION	
Applicant Name: <u>The Gardens LLC</u>	Doing Business As: <u>Taylor's Events</u>
Physical Address where license will be displayed: <u>471 Leadville Ave N.</u>	
Mailing Address: <u>P.O. Box 3884, Ketchum, ID 83340</u>	
Recorded Owner of Property: <u>Sunny Ketchum LLC</u>	
Applicant Phone Number: <u>2087252027</u>	Applicant Email: <u>taylor@taylorsevents.com</u>
STATE LICENSE NO: _____ (copy required)	COUNTY LICENSE NO: _____ (copy required)
Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: <u>Sarah Lipton - same as above</u> _____ _____ _____
BEER LICENSE FEES	
<input type="checkbox"/> Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/> Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES	
<input type="checkbox"/> Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/> Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES	
<input type="checkbox"/> Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due \$ <u>250 -</u>	
ADDITIONAL INFORMATION	
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Has the applicant or any partner or actual active manager of officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

17384

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

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



Applicant Signature

Member

Relation to Business

5-28-20

Date

City Clerk or Deputy Signature

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



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION	
Applicant Name: <u>Main Street Inc</u>	Doing Business As: <u>The Sawtooth Club</u>
Physical Address where license will be displayed: <u>231 N Main Ketchum ID 83340</u>	
Mailing Address: <u>PO Box 4318 Ketchum ID 83340</u>	
Recorded Owner of Property: <u>THE SAWTOOTH REAL ESTATE VENTURE LLC</u>	
Applicant Phone Number: <u>208-726-5233</u>	Applicant Email: <u>sawtoothclubketchum@gmail.com</u>
STATE LICENSE NO: <u>2011</u> (copy required)	COUNTY LICENSE NO: _____ (copy required)
Corporation: <input type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input checked="" type="checkbox"/>	List names and addresses of corporation officers and/or partners:
If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?	
Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
BEER LICENSE FEES	
<input checked="" type="checkbox"/> Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input type="checkbox"/> Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES	
<input checked="" type="checkbox"/> Wine, to be consumed on premises	\$200.00
<input type="checkbox"/> Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES	
<input checked="" type="checkbox"/> Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due <u>\$ 760.00</u>	
ADDITIONAL INFORMATION	
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

30A

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

[Handwritten Signature]

Owner

Applicant Signature

Relation to Business

5/14/20

Date

City Clerk or Deputy Signature

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



City of Ketchum

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

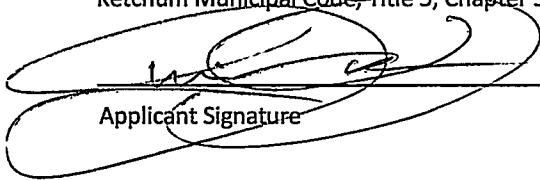
Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: Julie w. Johnson	Doing Business As: Nourish Me	
Physical Address where license will be displayed: 151 N. MAIN ST Ketchum		
Mailing Address: P.O. Box 1105 Ketchum, ID 83340		
Recorded Owner of Property: Ketchum Korner		
Applicant Phone Number: 208-720-7885	Applicant Email: jjnourishme@gmail.com	
STATE LICENSE NO: 13012 (copy required)	COUNTY LICENSE NO: (copy required)	
Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: _____ _____ _____ _____	
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ 400.00 1650.00
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

1285A

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

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


Applicant Signature

OWNER
Relation to Business

Date

City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: 7-9-2020	License Fee Paid: 5,400	License No: 1285A
<i>To the City Council, Ketchum, Idaho;</i> The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, 2020 July 31, _____.		
Approved by City of Ketchum Idaho by;		
_____ Mayor		

Approval June 15



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>BARBARA AMICK</u>	Doing Business As: <u>BARBARA'S PARTY RENTALS, INC</u>	
Physical Address where license will be displayed: <u>221 NORTHWOOD WAY, SUITE B 500</u>		
Mailing Address: <u>P.O. BOX 1829 SUN VALLEY ID 83353</u>		
Recorded Owner of Property: <u>4911 RD - LLC</u>		
Applicant Phone Number: <u>208-720-1483</u>	Applicant Email: <u>bea17sv@gmail.com</u>	
STATE LICENSE NO: <u>3336</u> (copy required)	COUNTY LICENSE NO: _____ (copy required)	
Corporation: <input checked="" type="checkbox"/>	List names and addresses of corporation officers and/or partners: <u>BARBARA AMICK Box 323 SV ID 83353</u> <u>MARIC SMITH Box 2678 KETCHUM ID 83340</u>	
Partnership: <input type="checkbox"/>		
Individual: <input type="checkbox"/>		
If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
BEER LICENSE FEES		
<input type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ <u>250.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

2814

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

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

Barbara Amick OWNER/PRESIDENT

Applicant Signature

Relation to Business

5/30/20

Date

Kathleen Schwatzenberger

City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>6-5-2020</u>	License Fee Paid: <u>\$ 250</u>	License No: <u>281A</u>
To the City Council, Ketchum, Idaho: The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, _____ - July 31, _____.		
Approved by City of Ketchum Idaho by;		

Mayor		

Approval June 15



City of Ketchum

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


Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: Leadville Grill, LLC		Doing Business As: The Kneadery
Physical Address where license will be displayed: 260 N. Leadville Avenue, Ketchum, Idaho 83340		
Mailing Address: P.O. Box 3043		
Recorded Owner of Property: Freshly Baked, LLC		
Applicant Phone Number: 208-726-9462		Applicant Email: heo@lawsonlaski.com
STATE LICENSE NO: 2985 (copy required)		COUNTY LICENSE NO: (copy required)
Corporation: <input checked="" type="checkbox"/> <i>Other: limited liability company</i> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: Dillon Witmer _____ _____ _____	
If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00
	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ <u>400.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

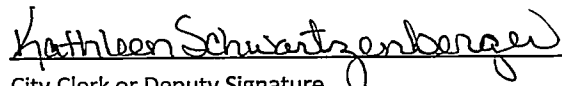
126A

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

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

 **owner**

Applicant Signature Relation to Business
6-2-20

Date

City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>6-5-2020</u>	License Fee Paid: <u>\$400</u>	License No: <u>126A</u>
<i>To the City Council, Ketchum, Idaho;</i> <i>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u>.</i>		
Approved by City of Ketchum Idaho by;		
<hr/>		
Mayor		

Approval June 15



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>Desperados Inc</u>	Doing Business As: <u>Desperados's Mexican Res</u>	
Physical Address where license will be displayed: <u>In Dining Area</u>		
Mailing Address: <u>PO Box 11644 Ketchum ID 83340</u>		
Recorded Owner of Property: <u>211 4th Street Ketchum ID 83340</u>		
Applicant Phone Number: <u>208-726-3068</u>	Applicant Email: <u>desperos@cox-intelnet.com</u>	
STATE LICENSE NO: _____ (copy required)	COUNTY LICENSE NO: _____ (copy required)	
Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: <u>Amy Harris PO Box 6663 Ketchum ID</u> <u>Traci Ince PO Box 6663 Ketchum ID</u>	
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		<u>\$ 400.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

39A



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

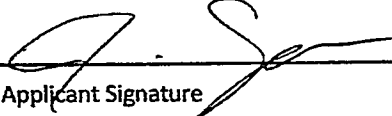
2218A

APPLICANT INFORMATION		
Applicant Name: Kith and Kin, LLC		Doing Business As: The Covey
Physical Address where license will be displayed: 520 Washington Ave.		
Mailing Address: PO Box 6120 Ketchum, ID 83340		
Recorded Owner of Property: 520 Washington, LLC		
Applicant Phone Number: 208-726-3663		Applicant Email: info@thecovey.com
STATE LICENSE NO: 23654 (copy required)	COUNTY LICENSE NO: 45 (copy required)	
Corporation: <input type="checkbox"/> Partnership: <input checked="" type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: Jesse Sheue PO Box 900 Ketchum, ID 83340 Jane Sheue PO Box 900 Ketchum, ID 83340	
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ 650.00
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

2218A

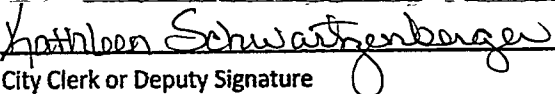
Applicant agrees to observe all City ordinances, laws and conditions imposed. Applicant agrees to defend, hold harmless and indemnify the City of Ketchum, its officers and employees from all liability claims, suits and costs arising from incidents or accidents occurring under this permit. Applicant certifies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

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


Applicant Signature _____ Owner
Relation to Business

5/18/2020

Date


City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>6.05.2020</u>	License Fee Paid: <u>\$ 650</u>	License No: <u>2218</u>
To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August <u>1, 2020</u> - July 31, <u>2020</u> .		
Approved by City of Ketchum Idaho by;		
_____ Mayor		

Approval June 15

Check # 3658



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: BURITA LLC	Doing Business As: COOKBOOK RESTAURANT	
Physical Address where license will be displayed: 271 7TH ST. E. KETCHUM, ID 83340		
Mailing Address: PO BOX 4913 KETCHUM, ID 83340		
Recorded Owner of Property: PIAZZA NAVONA LLC		
Applicant Phone Number: 208-720-3260	Applicant Email: INFO@COOKBOOKKETCHUM.COM	
STATE LICENSE NO: (copy required)	COUNTY LICENSE NO: (copy required)	
Corporation: <input type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input checked="" type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input type="checkbox"/> No <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: JB SMITH _____ _____ _____	
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ 650.00
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

2305 A

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

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

[Signature] OWNER
Applicant Signature Relation to Business
6/2/20
Date

[Signature]
City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>6.5.2020</u>	License Fee Paid: <u>\$650</u>	License No: <u>2305A</u>
To the City Council, Ketchum, Idaho: The undersigned, a Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input checked="" type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u> .		
Approved by City of Ketchum Idaho by;		
<hr/>		
Mayor		

2305A



City of Ketchum

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

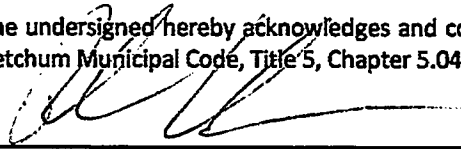
Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION			
Applicant Name:	Richard Albright	Doing Business As: Ricos Pizza + Pasta	
Physical Address where license will be displayed:	200 N. Main St Ketchum		
Mailing Address:	P.O. Box 901 Ketchum		
Recorded Owner of Property:			
Applicant Phone Number:	208-726-7426	Applicant Email: ricospizzaandpasta@gmail.com	
STATE LICENSE NO:	(copy required)	COUNTY LICENSE NO: (copy required)	
Corporation:	<input checked="" type="checkbox"/>	List names and addresses of corporation officers and/or partners: _____ _____ _____	
Partnership:	<input type="checkbox"/>		
Individual:	<input type="checkbox"/>		
If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho?			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
BEER LICENSE FEES			
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00	
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00	
WINE LICENSE FEES			
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00	
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00	
LIQUOR LICENSE FEES			
	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00	
Total Fees Due		\$ 650	
ADDITIONAL INFORMATION			
<p>Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>			
<p>Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>			


450A

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

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



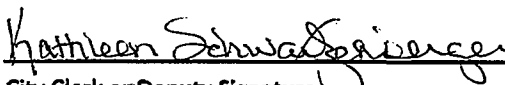
Applicant Signature



Relation to Business

6-4-20

Date



City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: 6.5.2020	License Fee Paid: \$1050	License No: 450A
To the City Council, Ketchum, Idaho: The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, 2020 July 31, 2020.		
Approved by City of Ketchum Idaho by; _____ Mayor		

Approval June 15



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: Guacstar, LLC		Doing Business As: Barrio75 Taco & Tequila Lounge
Physical Address where license will be displayed: 700 N Main Street, Ketchum, ID		
Mailing Address: 2075 Oak Ave, Boulder, CO 80304		
Recorded Owner of Property: Ketchum and Mustard, LLC		
Applicant Phone Number: 303.332.5344		Applicant Email: josh@barrio75.com
STATE LICENSE NO: (copy required)	COUNTY LICENSE NO: (copy required)	
Corporation: <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: Josh Dinar 2075 Oak Avenue, Boulder CO 80304 Daniel Asher 200 Porphyry View Jamestown CO Jeffrey Suskin 4626 West 35th Ave, Denver, CO	
Partnership: <input checked="" type="checkbox"/>		
Individual: <input type="checkbox"/>		
If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
	Wine, to be consumed on premises	\$200.00
	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input checked="" type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$810.00
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

2402A

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

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

[Signature] MANAGING MEMBER
Applicant Signature Relation to Business

6/2/19
Date

Kathleen Schwabbenberger
City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>6-5-2020</u>	License Fee Paid: <u>5810</u>	License No: <u>2402A</u>
To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u>		
Approved by City of Ketchum Idaho by: _____		
Mayor		

Approval June 15



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>Casino 2 = Casino Cafe</u>		Doing Business As:
Physical Address where license will be displayed: <u>220 N. Main St.</u>		
Mailing Address: <u>PO Box 5356</u>		
Recorded Owner of Property: <u>Patti Romano-Rooney and Rick Rooney</u>		
Applicant Phone Number: <u>208-761-4577</u>		Applicant Email: <u>patti-rooney@msn.com</u>
STATE LICENSE NO: <u>SB-1</u>	(copy required)	COUNTY LICENSE NO: _____ (copy required)
Corporation: <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: <u>Patti Romano</u> <u>Rick Rooney</u>	
Partnership: <input checked="" type="checkbox"/>		
Individual: <input type="checkbox"/>		
If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
	Wine, to be consumed on premises	\$200.00
	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input checked="" type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ <u>1210. - 810.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

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

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

P. L. A. R. owner

Applicant Signature Relation to Business

5/30/20

Date

Kathleen Schwabberger
City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>6-5-2020</u>	License Fee Paid: <u>\$810</u>	License No: <u>27A</u>
To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u> .		
Approved by City of Ketchum Idaho by;		
<hr/>		
Mayor		

Approval 6-15



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>Phoenix</u>	Doing Business As: <u>Vintage</u>	
Physical Address where license will be displayed: <u>231 1/2 Leadville</u>		
Mailing Address: <u>PO Box 403188, Hialeah, ID 83333</u>		
Recorded Owner of Property: <u>McCann Daetch</u>		
Applicant Phone Number: <u>208 221 4027</u>	Applicant Email: <u>vintage7269595@gmail.com</u>	
STATE LICENSE NO: _____ (copy required)	COUNTY LICENSE NO: _____ (copy required)	
Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: <u>Rodrigo Herrera</u> _____ _____ _____	
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ <u>1000.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

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

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

Rodrigo H
Applicant Signature

Owens
Relation to Business

Date

6/3/20

Kathleen Schwartzenberger
City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: 6-5-2020	License Fee Paid: \$1000	License No: 248A
To the City Council, Ketchum, Idaho: The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, 2020 - July 31, 2020.		
Approved by City of Ketchum Idaho by:		
_____ Mayor		

Approval June 15



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <i>Pioneer Saloon, Inc.</i>	Doing Business As: <i>Pioneer Saloon</i>	
Physical Address where license will be displayed: <i>320 N. Main St., Ketchum, ID 83340</i>		
Mailing Address: <i>P.O. Box 946, Ketchum, ID 83340</i>		
Recorded Owner of Property: <i>Pioneer Saloon, Inc.</i>		
Applicant Phone Number: <i>208-726-3139</i>	Applicant Email: <i>pioneerketchum@gmail.com</i>	
STATE LICENSE NO: _____ (copy required)	COUNTY LICENSE NO: _____ (copy required)	
Corporation: <input checked="" type="checkbox"/>	List names and addresses of corporation officers and/or partners: <i>Duffy Witmer, P.O. Box 429</i> <i>Summerland, CA 93067</i> <i>Sheila Witmer, P.O. Box 129</i> <i>Ketchum, ID 83340</i>	
Partnership: <input type="checkbox"/>		
Individual: <input type="checkbox"/>		
If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input checked="" type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ <u>760.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

26A

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

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

Duffy Witmer President
Applicant Signature Relation to Business

6/4/2020
Date

Hathleen Schuszterbauer
City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>6.8.2020</u>	License Fee Paid: <u>\$760</u>	License No: <u>26A</u>
To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u> .		
Approved by City of Ketchum Idaho by;		
<hr/>		
Mayor		

Approval June 15, 2020



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>BUXMAN ENTERPRISES, LLC</u>		Doing Business As: <u>VILLAGE MARKET</u>
Physical Address where license will be displayed: <u>100 N. MAIN KETCHUM, ID 83340</u>		
Mailing Address: <u>P.O. 10057 KETCHUM, ID 83340</u>		
Recorded Owner of Property: <u>100 NORTH MAIN LLC</u>		
Applicant Phone Number: <u>208-725-2222</u>		Applicant Email: <u>VILLAGE@SOPRIS.NET</u>
STATE LICENSE NO: <u>19399</u> (copy required)		COUNTY LICENSE NO: _____ (copy required)
Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		List names and addresses of corporation officers and/or partners: <u>(see attached)</u>
BEER LICENSE FEES		
<input type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	<u>\$ 50.00</u>
WINE LICENSE FEES		
<input type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	<u>\$200.00</u>
LIQUOR LICENSE FEES		
<input type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		<u>\$ 250.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

2039A

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

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

[Signature] OWNER
 Applicant Signature Relation to Business

6-4-20
 Date

Kathleen Schwaiblmair
 City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>6-8-2020</u>	License Fee Paid: <u>\$250</u>	License No: <u>2039A</u>
<p>To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of August 1, 2020 July 31, 2020</p> <p>Approved by City of Ketchum Idaho by;</p> <p>_____</p> <p>Mayor</p>		

Approval 6.15.2020

Buxman Enterprises, Ltd.
Corporate Officers / Owners

John Buxman, Jr.

President

904 Oxford Lane

Glenwood Spgs, CO 81601

D.O.B. 4-10-1960

SSN 523-02-0746

970) 945-6812

Mary Francis Flast

Secretary

3014 Timberline Drive

Eugene, OR 97405

D.O.B. 5-11-1954

SSN 521-82-7403

541) 485-7578

Christine Fox

Treasurer

170 Laguna Royale Dr.

Litchfield Park, AZ 85340

D.O.B. 2-19-1957

SSN 524-98-3028

970) 390-8911



City of Ketchum

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

Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: <u>MCCF, Inc</u>	Doing Business As: <u>That's Entertainment</u>	
Physical Address where license will be displayed: <u>180 Northwood Way, Ketchum</u>		
Mailing Address: <u>PO Box 2514 Ketchum</u>		
Recorded Owner of Property: <u>Rigmar Graber Trust</u>		
Applicant Phone Number: <u>208-726-8800</u>	Applicant Email: <u>kristina@thatsentertainmentSV.com</u>	
STATE LICENSE NO: <u>1726</u> (copy required)	COUNTY LICENSE NO: _____ (copy required)	
Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	List names and addresses of corporation officers and/or partners: <u>Kristin Farrell PO Box 6711 Ketchum</u> <u>Ein Clark PO Box 6099, Ketchum</u> <u>Neil Clark PO Box 6099, Ketchum</u>	
BEER LICENSE FEES		
<input type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
<input type="checkbox"/>	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		<u>\$ 250.00</u>
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

262A

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

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

Krista Farrell President
 Applicant Signature Relation to Business

6/1/20
 Date

Hathleen Schwabinger
 City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>6.8.2020</u>	License Fee Paid: <u>\$250</u>	License No: <u>262A</u>
To the City Council, Ketchum, Idaho; The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> , does hereby make application for a license to sell during the year of August 1, <u>2020</u> - July 31, <u>2020</u>		
Approved by City of Ketchum Idaho by; _____ Mayor		

Approval June 15, 2020



City of Ketchum

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

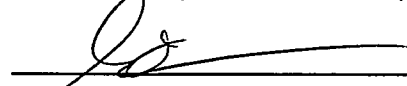
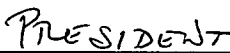
Submit completed application and fees below to the City Clerk Office, PO Box 2315, 480 East Ave. N., Ketchum, ID 83340. If you have questions, please contact Business License & Tax Specialist, Kathleen Schwartzenberger at taxes@ketchumidaho.org or (208) 726-3841.

APPLICANT INFORMATION		
Applicant Name: CRAIG SPILLER	Doing Business As: SUN VALLEY WINE Co.	
Physical Address where license will be displayed: 360 LEADVILLE AVE KETCHUM		
Mailing Address: Box 4273 KETCHUM ID. 83340		
Recorded Owner of Property: ALAN F. SNYDER PROFIT SHARING PLAN		
Applicant Phone Number: 208-726-2442	Applicant Email: SUNVALLEYWINE@GMAIL.COM	
STATE LICENSE NO: (copy required)	COUNTY LICENSE NO: (copy required)	
Corporation: <input checked="" type="checkbox"/>	List names and addresses of corporation officers and/or partners: CRAIG SPILLER Box 4273 KETCHUM ID 83340 CATHERINE STEWART Box 1601 KETCHUM ID. 83340	
Partnership: <input type="checkbox"/>		
Individual: <input type="checkbox"/>		
If Applicant is a Partnership or Corporation, is the corporation authorized to do business in Idaho? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
BEER LICENSE FEES		
<input checked="" type="checkbox"/>	Draft or Bottled or Canned Beer to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Bottled or Canned Beer NOT to be consumed on premises	\$ 50.00
WINE LICENSE FEES		
<input checked="" type="checkbox"/>	Wine, to be consumed on premises	\$200.00
<input checked="" type="checkbox"/>	Wine, NOT to be consumed on premises	\$200.00
LIQUOR LICENSE FEES		
	Liquor by the Drink (Note: Liquor fee includes wine)	\$560.00
Total Fees Due		\$ 650.00
ADDITIONAL INFORMATION		
Has the applicant, any partners of the applicant, any member of the applying partnership, the active manager of the applying partnership or any officer of the applying corporation been convicted of a violation of any law of the State of Idaho, or any other state, or of the United States regulating, governing, or prohibiting the sale of alcoholic beverages or intoxication liquor, and has any one of them within the last three years forfeited or suffered the forfeiture of a bond for his/her appearance to answer charges of any such violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Has the applicant or any partner or actual active manager or officer of the applicant been convicted of any felony within the last five years? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		

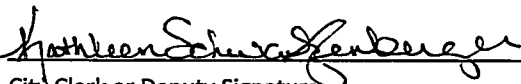
567A

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

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


Applicant Signature

Relation to Business

5.24.20
Date


City Clerk or Deputy Signature

OFFICIAL USE ONLY		
Date Received: <u>6-10-2020</u>	License Fee Paid: <u>\$ 650</u>	License No: <u>567A</u>
<i>To the City Council, Ketchum, Idaho;</i> <i>The undersigned, a Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/>, does hereby make application for a license to sell during the year of August 1, 2020 July 31, <u>2020</u>.</i>		
Approved by City of Ketchum Idaho by;		
_____ Mayor		

Approved June 15, 2020



City of Ketchum
City Hall

June 15, 2020

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

Mayor Bradshaw and City Councilors:

**Recommendation to approve Resolution 20-015 relating to Surplus Property;
declaring certain property of the City to be surplus; and
authorizing and directing the disposal of the surplus property.**

Recommendation and Summary

Staff is recommending the Council adopt Resolution 20-015 declaring certain property of the City to be surplus and authorizing disposal with the following motion:

"I move to adopt Resolution 20-015 declaring personal property in Exhibit A as surplus property, and authorizing staff to dispose of item."

The reasons for the recommendation are as follows:

- City staff continuously review City-owned assets that are no longer used or are reaching the end of life to determine if they are surplus and can be disposed of.

Financial Impact

To the extent that the City can auction the equipment, a small revenue gain may occur.

Attachments

- Resolution 20-015 and Exhibit A

Sincerely,

Grant Gager
Director of Finance & Internal Services

RESOLUTION NO. 20-015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO RELATING TO SURPLUS PERSONAL PROPERTY; DECLARING CERTAIN PERSONAL PROPERTY OF THE CITY TO BE SURPLUS; AUTHORIZING AND DIRECTING THE DISPOSAL OF THE SURPLUS PROPERTY; PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Ketchum, Idaho (“City”) has acquired certain personal property for the purpose of carrying out services in the public interest; and

WHEREAS, certain items of personal property of the City are no longer needed by the City; and

WHEREAS, the City Council has deemed it unnecessary to maintain ownership of surplus personal property specifically listed and described in **Exhibit A** attached hereto and by this reference incorporated herein (“surplus property”); and

WHEREAS, the City Council desires to surplus the property listed in **Exhibit A**.

NOW, THEREFORE, it is hereby RESOLVED by the City Council of the City of Ketchum, Idaho as follows:

Section 1: The City Council finds and declares that the City no longer has a use for the property listed and described in **Exhibit A**. The City Council further finds and declares that the property is surplus.

Section 2: The City Clerk is hereby authorized to surplus property.

Section 3: This Resolution shall take effect and be in force immediately upon its passage and approval.

Passed and approved this 15th day of June 2020

CITY OF KETCHUM

Neil Bradshaw, Mayor

ATTEST

Robin Crotty, City Clerk

Exhibit A

Surplus Items

Location	Item
Planning Office	MacIntosh Computer
Clerks Office	5 Filing Cabinets
Clerks Office	3 Bookcases



City of Ketchum

June 15, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Approve Contract #20480 Art on Fourth Artist Loan Agreement

Recommendation and Summary

Staff is recommending Council to approve Contract #20480, the artist loan agreement for the Art on Fourth exhibition.

"I move to approve Contract #20480, the Art on Fourth Artist Loan Agreement, with Rudi Broschofsky."

The reasons for the recommendation are as follows:

- The Ketchum Arts Commission was created by the City of Ketchum in 2007 with the objective of integrating arts and culture into the community's life.
- Art on Fourth is an initiative of the Ketchum Arts Commission.
- This is the twelfth annual Art on Fourth exhibit.
- Due to budget cuts, only one sculpture was chosen for display.

Introduction and History

The Art on Fourth public sculpture display is in its twelfth year. In past years, Art on Fourth has included the exhibition of three to four sculptures along the Fourth Street Heritage Corridor. This year, due to budget cuts eliminating funding from Art on Fourth, the Ketchum Arts Commission unanimously voted to use the balance of its miscellaneous donations fund, totaling \$1,250.00, to apply towards the exhibition of one sculpture. The KAC has applied for a matching grant from the Idaho Commission on the Arts to reach the full honorarium amount of \$2,500.00. The outcome of the grant will be announced during the week of June 22, 2020. Of the forty submissions by twelve artists, the KAC voted to display the work of local artist Rudi Broschofsky. The artist has generously agreed to display his work for an honorarium between \$1,250.00 and \$2,500.00, depending on the outcome of the grant.

Financial Impact

There is no new financial requirement or impact.

Attachments:

Contracts #20480
Art Photos: The Roper (Broschofsky)

Artist Loan Agreement #20480
Rudi Broschofsky

THIS AGREEMENT is made and entered into this _____ day of _____, 2020, by and between the CITY OF KETCHUM, an Idaho municipal corporation (“City”) and Rudi Broschofsky (“Owner”).

RECITALS

WHEREAS, City is a municipal corporation duly organized and existing under the laws of the State of Idaho; and

WHEREAS, pursuant to Idaho Code §50-301, City is empowered to enter into contracts as may be deemed necessary to promote the welfare of the City and its residents; and

WHEREAS, City has exclusive control of the public rights-of-way; and

WHEREAS, Owner desires to install a certain work of art in the public right-of-way for the enjoyment of the public; and

WHEREAS, City desires to grant Owner permission to do so because such public display of art will promote the public health and welfare of the City of Ketchum.

NOW, THEREFORE, on the basis of the foregoing recitals the parties agree as follows:

1. Incorporation of Recitals. The Recitals set forth above are hereby incorporated into and made an integral part of this Agreement.
2. Grant of Revocable License. City hereby grants to Owner a revocable limited license to display the artwork described in Exhibit A attached hereto and hereby made a part of this Agreement (the “Art”) on/at the location described in Exhibit B attached and made a part of this Agreement (the “Display Site”). The placement of the Art shall be at the sole discretion of City.
3. Transportation, Installation and Removal. Owner shall be solely responsible for all costs and liabilities related to or arising from the transportation of the Art to and from the Display Site and its installation and removal. Once the Art has been installed on the Display Site to City’s satisfaction and until removal of the Art from the Display Site, City shall provide personal property insurance for the Art in an amount equal to its wholesale value. If Owner fails or refuses to remove the Art and restore the Display Site to a condition as good or better than the condition of the Display Site within thirty days of the end of the Display Period, then City may and without limiting any other rights or remedies hereunder, but shall not be required to, remove the Art, place it in storage and charge reasonable removal fees, storage fees and insurance costs and to have and enforce a lien for such fees and costs.

4. Term and Display Period. The term of this Agreement shall run from June 30, 2020 until the Art is removed and the Display Site is restored to the reasonable satisfaction of the City. Owner shall display the Art on the Display Site from the time of installation until November 1, 2020 (the "Display Period"). Unless a street closure is required to remove the Art, Owner may remove the Art at any reasonable time prior to such date. Either party may terminate the Display Period at any time for any or no reason upon seven days' notice to the other Party.
5. Payment to Artist. Upon final installation of artwork that is satisfactory to the city, artist will be paid an amount between the agreed upon minimum of \$1,250.00 and maximum of \$2,500.00, depending on the amount of funding received from the Idaho Commission on the Arts QuickFunds Grant.
6. Ownership/Authority/Copyright and Reproduction Rights. Owner hereby represents that it owns all right, title and interest in and to the Art or that it has full Authority to execute this Agreement. At no time during the course of this Agreement shall City have any right, title or interest in or to the Art unless specifically agreed to in writing by both Owner and City. City shall not make any commercial use of the Art without the Owner's written consent; however, City may publish and distribute photographs of the Art as installed on the Display Site for noncommercial purposes.
7. Release and Indemnification. Owner hereby releases, holds harmless and agrees to indemnify and defend the City, its elected officials, appointed officials, agents, employees and volunteers from and against any and all damages, injuries to persons or property, including damage to the Art, personal injuries (without limitation including death) liabilities, claims or obligations in any manner related to or arising from the transportation of the Art to the Display Site, its installation, and its removal. Such release and indemnification shall not apply to any damages, injuries to persons or property, including the Art, personal injuries (without limitation including death) liabilities, claims or obligations arising from the negligence of City, its elected officials, appointed officials, agents, employees or volunteers.
8. No Third Party Beneficiaries. By entering this Agreement, the parties do not intend to create any right, title or interest in or for the benefit of any person other than City and Owner. No person shall claim any right, title or interest under this Agreement or seek to enforce this Agreement as a third party beneficiary of this Agreement.
9. Compliance With Laws/Public Records. Owner, its agents and employees shall comply with all federal, state and local laws, rules and ordinances. This Agreement does not relieve Owner of any obligation or responsibility imposed upon Owner by law. Without limitation, Owner hereby acknowledges that all writings and documents, including without limitation email, containing information relating to the conduct or administration of the public's business prepared by Owner for City regardless of physical form or characteristics may be public records pursuant to Idaho Code Section 74-101 *et seq.*

10. Notice. All written communications under this Agreement shall be addressed as follows:

CITY:
City of Ketchum
Attn: City Administrator
P.O. Box 2315
Ketchum, Idaho 83340-2315

OWNER:
Rudi Broschofsky
6006 SE Foster Rd.
Portland, OR 97206

11. Miscellaneous.

- a. Amendments. This Agreement may only be changed, modified, or amended in writing executed by all parties.
- b. Headings. The headings in the Agreement are inserted for convenience and identification only and are in no way intended to describe, interpret, define, or limit the scope, extent, or intent of this Agreement or any provision hereof.
- c. Attorney Fees and Costs. In the event that either party hereto is required to retain the services of an attorney to enforce any of its rights hereunder, the non-prevailing party shall pay to the prevailing party all reasonable costs and attorney fees incurred in such enforcement, whether or not litigation is commenced and including reasonable costs and attorney fees on appeal.
- d. Successors and Assigns. This Agreement shall be binding upon all successors, assigns, vendees, successors-in-interest and heirs of Owner.
- e. Remedies. In the event of default by either party hereunder, the non-defaulting party shall be entitled to seek all available legal and equitable remedies including, without limitation, specific performance.
- f. No Presumption. No presumption shall exist in favor of or against any party to this Agreement as the result of the drafting and preparation of the document.
- g. Governing Law. This Agreement shall be governed by the laws and decisions of the State of Idaho.
- h. Entire Agreement. This Agreement contains the entire Agreement between the parties respecting the matters herein set forth and supersedes all prior Agreements between the parties hereto respecting such matter.
- i. Execution and Fax Copies and Signatures. This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Fax copies of this Agreement and the original and fax

signatures thereon shall have the same force and effect as original copies and signatures.

- j. Authority. The parties executing this Agreement warrant, state, acknowledge, and affirm that they have the authority to sign the same and to bind themselves to the terms contained herein.

IN WITNESS WHEREOF, the parties have signed this Agreement the day and year first above written.

CITY OF KETCHUM,
an Idaho municipal corporation

OWNER

By: _____
Neil Bradshaw
Mayor

By: _____
Its: _____

ATTEST:

Robin Crotty
City Clerk







City of Ketchum

June 15, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Approve Independent Contractor Agreement #20479 with Laurel Macdonald Sidewalk Art Designs

Recommendation and Summary

Staff is recommending Council to approve Independent Contractor Agreement #20479 with Laurel Macdonald for original sidewalk art designs.

"I move to approve Independent Contractor Agreement #20479, for sidewalk art designs, with Laurel Macdonald."

The reasons for the recommendation are as follows:

- The Ketchum Arts Commission was created by the City of Ketchum in 2007 with the objective of integrating arts and culture into the community's life.
- Sidewalk Art is an initiative of the Ketchum Arts Commission to enhance the City of Ketchum by integrating outdoor art into public space.
- Sidewalk Art will promote public participation and interaction with art and will preserve and enrich the cultural environment and livability of Ketchum.

Introduction and History

In October 2019, the Ketchum Arts Commission issued a Call to Artists and Designers for the Sidewalk Art project. The selected artist will work with the Ketchum Arts Commission to design a cohesive set of five designs for the future production of steel templates for sandblasting onto concrete sidewalks. Examples of MacDonald's design submittals are attached. The designs will be presented to Ketchum City Council for approval.

Financial Impact

The design fee will be funded through the FY20 Ketchum Arts Commission budget. This project was conceived and funded prior to the budget cuts. The production of the steel templates will require additional funding and will be considered separately at a future date.

Attachments:

Independent Contractor Agreement #20479
Artist Design Examples



City of Ketchum

INDEPENDENT CONTRACTOR AGREEMENT #20479 WITH LAUREL MACDONALD

THIS AGREEMENT made and entered this _____ day of _____ 2020, by and between the CITY OF KETCHUM, IDAHO, P.O. Box 2315, 480 East Ave. N. Ketchum, Idaho 83340, a municipal corporation (hereinafter referred to as "City"), and LAUREL MACDONALD, 1620 Leadville Ave. Boise, ID 83706 (hereinafter referred to as "Artist").

FINDINGS

1. The City is a municipal corporation duly organized and existing under the laws of the State of Idaho.
2. Pursuant to Idaho Code §50-301 and §50-302, The City is empowered to enter into contracts and take such steps as are reasonably necessary to maintain the peace, good government and welfare of the City.
3. City has exclusive control of the public rights-of-way.
4. Artist desires to enter into an Agreement with the City to provide designs consistent with the terms and conditions below.
5. City desires to enter into an Agreement with the Artist because such public display of artistic designs will promote the public health and welfare.

NOW, THEREFORE, the parties hereto covenant and agree as follows:

1. **Description of Services.** Artist has agreed to work with the Ketchum Arts Commission to develop a coherent set of five designs for approval by Ketchum City Council. Designs will be used for the future fabrication of steel templates to be used for sandblasting into sidewalks around the City.
2. **Payment for Services.** In exchange for the Services, the City shall pay Artist a fee of Two Thousand Dollars (\$2,000) upon receipt of five designs and approval by the Ketchum City Council.
3. **Terms.** The designs submitted by the Artist are original, solely owned by the Artist and reproduction will not violate the rights of any third party. The Artist shall not make any additional, exact duplicate reproductions of the final designs and dimensions, nor shall the Artist grant to a third party the right to replicate the artistic designs and dimensions of the artwork, without the written permission of the City.

The Ketchum Arts Commission may ask the Artist to revise designs before submission to Ketchum City Council. The Artist agrees to submit the final designs in the digital format requested by the City. The final designs become the property of the City.

Artist retains all rights to the artwork pursuant to the Copyright Act of 1976. The Artist grants to the City of Ketchum an unlimited, non-exclusive and irrevocable license to make reproductions of the artwork and the final designs to be used in brochures, media, publicity, marketing, social media, and catalogs or other similar, publications.

The completed designs will be sandblasted into sidewalks that may be repaired, replaced or removed without notice. The City is not responsible for deterioration. The City will maintain the ability to relocate or reproduce the designs at any time.

The City of Ketchum is not responsible for any third-party infringement of Artist's copyright and not responsible for protecting the intellectual property rights of Artist.

4. **Independent Contractor.** In all matters relating to this Agreement, Artist shall be acting as an independent contractor. The Artist is not an employee of the City under the meaning or application of any Federal or State Unemployment or Insurance Laws or Workers' Compensation Laws, and Artist shall assume all liabilities and obligations imposed by any one or more of such laws. Artist shall not have any authority to assume or create any obligations, express or implied, on behalf of the City.
5. **Nonassignment.** This Agreement, in whole or in part, shall not be assigned or transferred by Artist to any other party except upon the prior written consent of the City and approved by the Ketchum City Council.
6. **Indemnification.** Artist agrees to indemnify, defend, and hold harmless the City and its officers, agents, employees and City Council from and against all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with the act and/or any performances or activities of Artist, Artist's agents, employees, or representatives under this Agreement.
7. **Insurance.** The City and Artist warrant that they each carry workers' compensation, comprehensive liability, automobile, and other insurance with reasonable coverage and in reasonable amounts sufficient to insure against anticipated risks in connection with services under this Agreement.
8. **Succession.** This Agreement shall be binding upon all successors in interest of either party hereto.
9. **Law of Idaho.** This Agreement shall be construed in accordance with the laws of the State of Idaho.

NOW THEREFORE, by executing this Agreement each signatory affirms that they have read and understand its terms, and that each has the full power and authority to enter this Agreement on behalf of the entity for which they have signed.

CITY OF KETCHUM

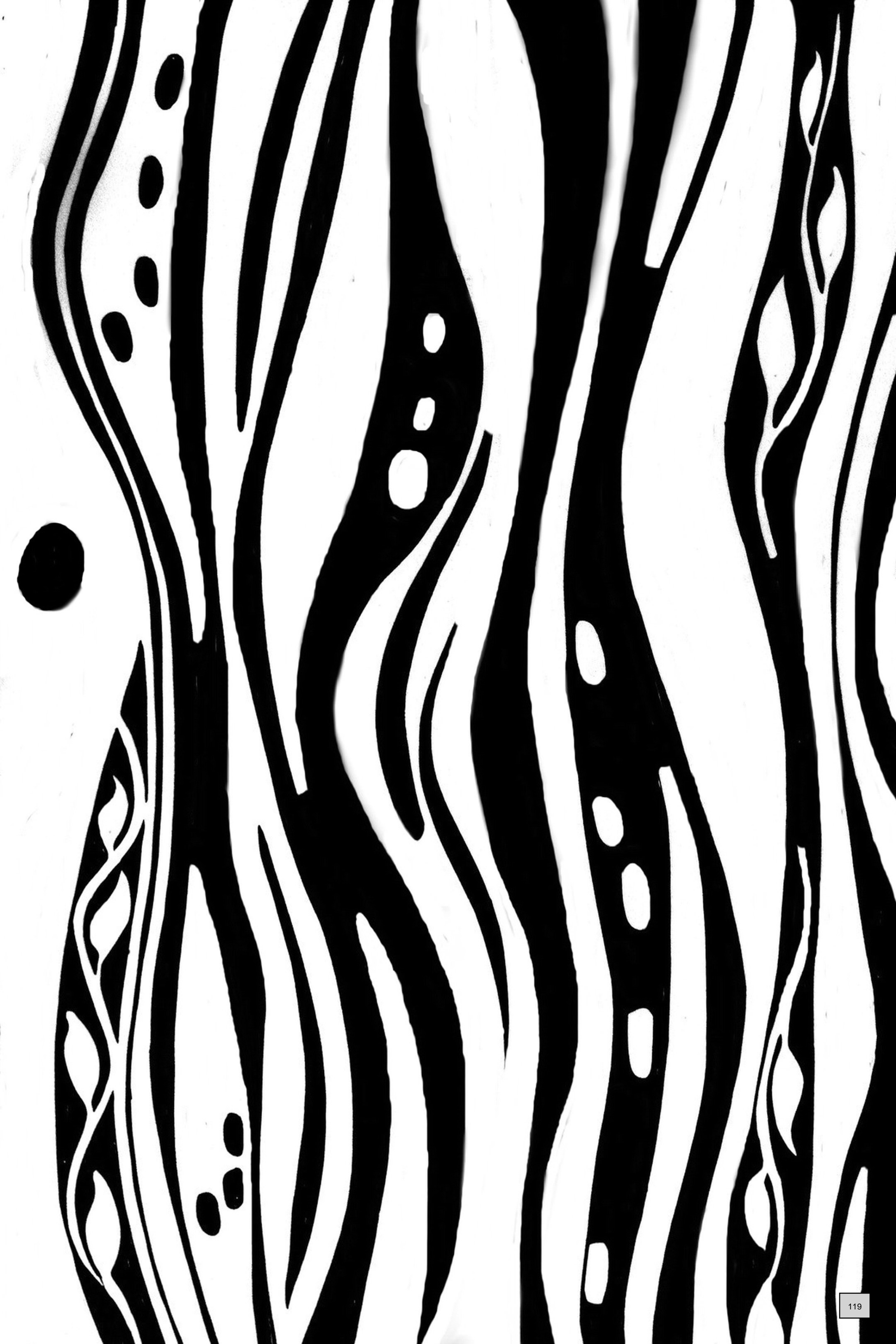
LAUREL MACDONALD, ARTIST

Neil Bradshaw, Mayor

Laurel Macdonald

ATTEST:

Robin Crotty
City Clerk







City of Ketchum

June 15, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Consideration and Approval of 2020 Events and Park Reservations

Recommendation and Summary

On May 18, City Council agreed to review and approve park reservation and special event applications and require them to submit a COVID plan. This report provides the required information for the Sun Valley Wellness Festival, Riggle/Madigan wedding, Luby/Johnson wedding and the Gann/Strnad wedding. It is recommended the council approve or deny the following applications and adopt the following motions:

"I move to approve/deny the Special Events License Application submitted for the Sun Valley Wellness Festival."

The reasons for the recommendation are as follows:

- Ketchum City Council requested the authority to review and approve all 2020 Special Events and Park Reservations.
- The Sun Valley Wellness Festival has developed and submitted a COVID plan.
- The Sun Valley Wellness Festival event provides an activity for residents and visitors.

"I move to approve/deny the Park Reservation Application submitted for the Riggle/Madigan wedding."

The reasons for the recommendation are as follows:

- Ketchum City Council requested the authority to review and approve all 2020 Special Events and Park Reservations.
- The Riggle/Madigan wedding has developed and submitted a COVID plan.

"I move to approve/deny the Park Reservation Application submitted for the Luby/Johnson wedding."

The reasons for the recommendation are as follows:

- Ketchum City Council requested the authority to review and approve all 2020 Special Events and Park Reservations.
- The Luby/Johnson wedding has developed and submitted a COVID plan.

"I move to approve/deny the Park Reservation Application submitted for the Gann/Strnad wedding."

The reasons for the recommendation are as follows:

- Ketchum City Council requested the authority to review and approve all 2020 Special Events and Park Reservations.
- The Gann/Strnad wedding has developed and submitted a COVID plan.

Introduction and History

Currently under the State order, people arriving to Idaho from states with a high occurrence of COVID should quarantine for 14 days. This still may be the case in the coming months.

The Sun Valley Wellness Festival and all three park reservations take place after the potential expiration date of the state’s Stage 4 reopening plan, scheduled for June 26.

On May 26, the State of Idaho issued interim guidance for safe gatherings and public events, with planning recommendations for after Stage 4. The protocols direct event planners to use the practices outlined in the previous stages, which include allowing for groups larger than 50 people where physical distancing of six feet can be maintained for employees and attendees, wearing cloth face coverings in public places, providing adequate sanitation services, ensuring frequent disinfection of event location and regular cleaning of high-touch surfaces, limiting close interactions with attendees, among others. Planners should also know the level of disease transmission in the local community and the level of transmission in the areas from which the attendees will travel from. This report provides details for each event for Council’s consideration.

Analysis

Sun Valley Wellness Festival

The Sun Valley Wellness Festival is scheduled for setup on August 20 and take place from August 21 to 23 in Forest Service Park and on Washington Avenue between 1st and River Streets. The festival typically attracts 32 vendors with approximately 48 staff, and 1500 festival attendees. A strong local and regional attendance is anticipated from Idaho, as well as attendees from the following 21 states represented at the 2019 festival:

- Alaska
- Arizona
- California
- Colorado
- Florida
- Maryland
- Minnesota
- Missouri
- Montana
- North Carolina
- Nevada
- New Jersey
- New York
- North Carolina
- Pennsylvania
- South Carolina
- Texas
- Utah
- Virginia
- Washington
- Wyoming

The Festival is open to the public for 24 hours over the course of three days, attracting an average of 63 guests per hour, totaling 1,500 guests, according to the event producer. The percentage of out-of-state attendees is unknown. On average, the total number of attendees and vendors at the event venue will total 111 guests per hour.

The proposed usable venue for the Sun Valley Wellness Festival at Forest Service Park is approximately 16,500 square feet. Approximately 4,500 square feet of the venue is occupied by temporary structures (tents), leaving roughly 12,000 square feet of open space. Using a three-foot radius per person to establish social distancing,

each individual potentially occupies 28 square feet, allowing for 35 people per 1000 square feet. Using this formula, the maximum capacity for the proposed venue, assuming all attendees and artists are socially distanced and not members of the same household/family unit, the capacity for the venue is 420 people.

Riggle/Madigan Wedding

The Riggle/Madigan wedding is scheduled for two park reservations over two days on August 21st at Rotary Park and August 22nd at Lucy Loken Park. The wedding anticipates 100 attendees at both events. The Rotary Park reservation is for a welcome event and the Lucy Loken event is for the wedding ceremony. The wedding reception will be held offsite. A strong local and regional attendance is anticipated from Idaho, as well as attendees from the following 4 states:

- California
- Montana
- Washington
- Vermont

Both events are private, with guests invited by the wedding hosts. Based on discussions with people on their guest lists, the hosts anticipate attendance of 100 people at each event. The total percentage of out-of-state attendees is unknown, and the wedding hosts project a small percentage reflected in the total attendance.

The proposed venue for the August 21st welcome event at Rotary Park is approximately 14,000 square feet. Approximately 900 square feet of the venue is occupied by the permanent picnic shelter structure, leaving roughly 13,100 square feet. Using a 3-foot radius per person to establish social distancing, each individual potentially occupies 28 square feet, allowing for 35 people per 1000 square feet. Using this formula, the maximum capacity for the proposed venue, assuming all attendees are socially distanced and not members of the same household/family unit, the capacity for the venue is 459 people.

The proposed venue for the August 22st wedding ceremony event at Lucy Loken is approximately 6,000 square feet. Using a 3-foot radius per person to establish social distancing, each individual potentially occupies 28 square feet, allowing for 35 people per 1000 square feet. Using this formula, the maximum capacity for the proposed venue, assuming all attendees are socially distanced and not members of the same household/family unit, the capacity for the venue is 210 people.

Luby/Johnson Wedding

The Luby/Johnson wedding is scheduled for September 12th at Rotary Park. The wedding anticipates 100 attendees at their event. A strong local and regional attendance is anticipated from Idaho, as well as attendees from the following 5 states:

- Illinois
- Minnesota
- Montana
- Wisconsin
- Washington

The wedding is private, with guests invited by the wedding hosts. The hosts anticipate approximately 100 guests. The total percentage of out-of-state attendees is unknown, and the wedding hosts project a small percentage reflected in the total attendance.

The proposed venue for the September 12th wedding ceremony and reception at Rotary Park is approximately 14,000 square feet. Approximately 900 square feet of the venue is occupied by the permanent picnic shelter structure, and 1,800 square feet of the venue occupied by temporary tent structures leaving roughly 11,300 square feet. Using a 3-foot radius per person to establish social distancing, each individual potentially occupies

28 square feet, allowing for 35 people per 1000 square feet. Using this formula, the maximum capacity for the proposed venue, assuming all attendees are socially distanced and not members of the same household/family unit, the capacity for the venue is 395 people.

Gann/Strnad Wedding

The Gann/Strnad wedding ceremony is scheduled for August 8th at Forest Service Park. The wedding reception will be held offsite. The wedding anticipates 70 attendees at the ceremony. Local and regional attendance will be represented by guests from Boise and Ketchum, as well as attendees from the following 2 states:

- California (San Diego)
- Illinois (Chicago and Suburbs)

The wedding ceremony is private, with guests invited by the wedding hosts. The hosts anticipate approximately 70 guests. The total percentage of out-of-state attendees is unknown.

The proposed venue for the August 8th wedding event at Forest Service park is approximately 7,500 square feet. Approximately 100 square feet of the venue is occupied by a temporary tent structure, leaving roughly 7,400 square feet. Using a 3-foot radius per person to establish social distancing, each individual potentially occupies 28 square feet, allowing for 35 people per 1000 square feet. Using this formula, the maximum capacity for the proposed venue, assuming all attendees are socially distanced and not members of the same household/family unit, the capacity for the venue is 259 people.

Sustainability Impact

There is no sustainability impact.

Financial Impact

There is no financial impact.

Attachments:

Sun Valley Wellness Festival COVID-19 plan & map
Riggle/Madigan wedding COVID-19 plan
Luby/Johnson wedding COVID-19 plan
Gann/Strnad wedding COVID-19 plan
State of Idaho Interim Guidance for Safe Gatherings and Public Events in Idaho

City of Ketchum Request for COVID-19 Plan

The current COVID-19 pandemic prompted the City of Ketchum to reevaluate all existing events and park reservations. In order to evaluate each event and reservation, the City of Ketchum has developed the following request for mapping and information as outlined below.

Site Plan Including Locations of the Following (Must Reflect 6 Foot Physical Distancing):

- Ceremony Location
- Seating Plan Showing Number of Guests per Table
- Restrooms and Handwashing Stations Plan (City Restrooms are Closed)
- Food and Beverage Station Locations
- Stage and Dancefloor
- High-Touch Areas (Gift Tables, Seating Card Tables, etc.)
- Onsite Signage Including CDC Recommendations for Large Gatherings
- Traffic Flow Signage

Please Provide Answers to the Following Questions:

What is your event?

The Sun Valley Wellness Festival & Conference (SVWFC)

Where will your event take place?

The Argyros Performing Arts Center, the Limelight Hotel (for presentations) and Forest Service Park, and Washington Ave. Forest Service Park and Washington Ave. will host the portion of SVWFC known as the Experience Park.

How many people will attend your event?

Approximately 1500.

What areas of the country/state will your guests be arriving from (Please List)?

Primarily attendees are from Blaine County and drive markets. In 2019 SVWFC had attendees from approximately 21 states including:

Alaska, Arizona, California, Colorado, Florida, Idaho, Maryland, Minnesota, Missouri, Montana, Nevada, New Jersey, New York, North Carolina, Pennsylvania, South Carolina, Texas, Utah, Virginia, Washington, and Wyoming.

What are your protocols for guests arriving from COVID hotspots?

The SVWFC Experience Park (located at Forest Service Park) is scheduled to be set up on August 20 and is open to the public August 21 -23. At this time Idaho is on track to proceed to Stage 4 (or above) of the Idaho Rebound program, in June. SVWFC will comply with all State regulations on public gatherings and *Interim Guidance for Safe Gatherings and Public Events* in Idaho as outlined in *Idaho Rebounds*.

If a registered vendor is attending from a State or region with orders to restrict travel or quarantine, SVWFC will refund booth fees as well as prohibit vendor from participating. All vendors are given advance notice of this policy. In the event of SVWFC cancellation due to a COVID outbreak in Blaine County, all vendors will be offered a refund.

SVWFC will stay in regular communication with the vendors as well as potential patrons about the status of COVID in the State and Blaine County and advise as to any cancellations or changes.

SVWFC will maintain contact with local health public district periodically leading up to the event to understand the current community risk for exposure to COVID-19.

Where will your guests be staying if they are non-residents?

The SVWFC hotel partner is the Limelight Hotel. In addition to the Limelight, vendors will stay in area hotels, short term rentals, and in some instances with friends and family that live in Blaine County.

Are you allowing guests to attend who are experiencing COVID symptoms?

At all points of entry signage will state that attendees experience fever or other COVID -19 symptoms are prohibited from entering.

Will you provide face masks, hand sanitizer or gloves for your guests?

Face masks, hand sanitizer, and gloves will be made available to all vendors, volunteers, and staff. Hand sanitizer stations will be strategically placed throughout the park and on Washington Ave. Vendors are required to provide hand sanitizer at their booth. Masks will be available to public at the information tent.

Who will provide food and beverage at your event (if applicable)?

We have planned for licensed local food vendors at the event. Food vendors final selection is not yet finalized. Social distance parameters will be followed for spacing, and for line ques. Prior to the event we will provide a list of food vendors to the City of Ketchum.

Have your food and beverage providers issued assurance they will be following state-issued and CDC protocols that are in place during your event?

All approved food vendors will be required to provide written assurance they will follow state-issued and CDC protocols during the event.

Have your event contractors (tents, tables, chairs, florists, band/dj, etc.) provided assurance they will be following state-issued and CDC protocols that are in place during your event?

Yes. At this time those vendors are MME (Music Magic Entertainment), our set-ups company, Clear Creek Disposal, and Bullet Security.

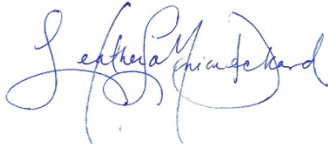
What is your contingency plan in the event of a COVID outbreak?

Should a COVID outbreak occur in the Blaine County area we will follow all guidance issued by the State and City and if needed the Experience Park and other physical elements of the event may be cancelled.

SVWFC will offer a virtual attendance option for the conference portion of the event as part of its offerings this year. Should a COVID outbreak prevent the physical presentation of the Conference, we are prepared to present entirely via web broadcast.

The City of Ketchum reserves the right to revoke any permit or cancel any event or park reservation as deemed necessary in order to protect the public health and safety. In event of cancellation the City will reasonably work with the event or park reservation holder to accommodate rescheduling.

Submitted By: Heather LaMonica Deckard



Signed:

Date: 06 / 05 / 2020



Event Summary

The Sun Valley Wellness Festival & Conference (SVWFC) is widely recognized as the longest-running wellness festival in the world with a well-deserved reputation of attracting the world's greatest thought-leaders. Its 23rd annual event takes place 21-24 August 2020.

This year for the first time the SVWFC will be held entirely in the City of Ketchum. The SVWFC will have a significant Main Street presence with events taking place at the Argyros Performing Arts Center, Limelight Hotel, and Forest Service Park.

SVWFC features a content-rich program with speaker presentations, workshops, and movement classes by top wellness experts addressing diverse aspects of body, mind, spirit, and environmental wellness. SVWFC also offers a Movement Studio and Experience Park.

This year the SVWFC will include a *Virtual Conference Experience* that will allow participants to attend the conference portion of the event from the comfort of their home. Should public safety concerns prevent SVWFC from delivering a physical event, SVWFC speaker presentations will be entirely virtual. Physical portions of the event such as the Experience Park will be canceled.

SVWFC Festival passes (with physical seats) will be limited to a number that allows for physical distance recommendations within the Argyros Performing Arts Center. Currently that number with six-foot (6') distancing is approximately one hundred (100). This represents a significant reduction of pass-holding attendees from typical years and reduces the number of paid attendees from outside the area. We expect the vast majority of paid attendees to be Blaine County residents and second homeowners.

The SVWFC Experience Park, located at the Forest Service Park and Washington Ave., is free and open to the public. Vendor set up takes place Thursday, August 20. The Experience Park is open to the public on Friday, August 21, from 11 a.m. to 7 p.m., Saturday, August 22, from 10 a.m. - 7 p.m., and Sunday, August 23, from 10 a.m. - 5 p.m. Vendor break down takes place from 5 p.m. - 8 p.m. on Sunday.

The Experience Park features approximately 32 booths offering wellness products and services, local healthy food vendors, and free lunchtime yoga classes (with social distance measures observed) in the park's west corner. All entry points to the Experience Park will direct foot traffic in the flow of only one direction.

COVID - 19 Supplemental Plan

1. Increased spacing between booths (2 feet between booth walls)
2. 15 - 20' aisle spacing
3. COVID-19 signage at all entry points
4. Traffic flow directional indicators
5. Hand sanitizer stations and hand sanitizer available at all booths
6. Supplies provided
7. Hourly restroom sanitation by event staff
8. Full sanitation and recharge of restrooms by Clear Creek Disposal nightly
9. Free masks made available to the public at the Information Booth
10. Volunteer and staff training on COVID-19 policies and procedures
11. Hand sanitizer, masks, and gloves provided to all staff and volunteers

Directives to Vendors Before Event:

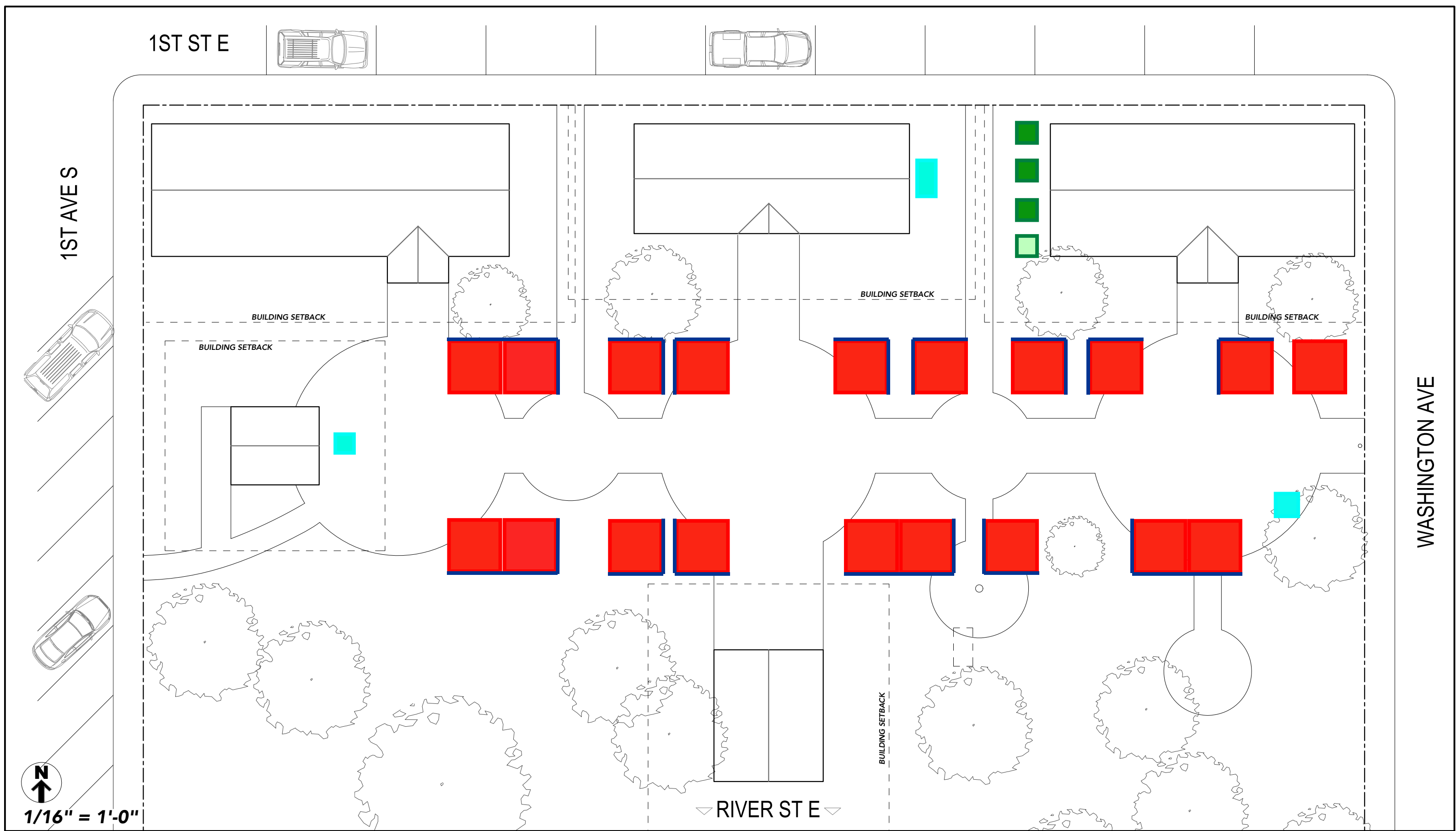
1. If you are currently diagnosed with COVID-19 or have been in the two weeks before the Experience Park set up day (August 20), you will not be permitted to attend SVWFC or enter the Experience Park (Forest Service Park). You may assign a designee to run and operate your booth or withdraw from the event.
2. At this time masks are not required at the Experience Park but highly recommended and encouraged.
3. At any time, the State of Idaho, City of Ketchum, or SVWFC may require masks for vendors and/or attendees during all event hours.
4. Vendors should limit the number of customers to their booth to no more than two (2) per open side at any one time, a maximum of four (4) total per booth.
5. All vendors are required to provide hand sanitizer at their booth.
6. To the fullest extent possible, vendors should endeavor to accept payment via credit cards only. Contactless credit card processors and Tap-to-Pay options are encouraged.
7. A minimum of twice daily, vendors should wipe and sterilize displays, counters, and flat surfaces within their booths with disinfectants [approved by the EPA for use against COVID-19](#).
8. Before set up, vendors will be required to sign a waiver, stipulating that they understand and acknowledge the inherent health risk of participating in SVWFC, as it is a public gathering; and that they hold harmless the City of Ketchum, the Sun Valley Wellness Institute, Sun Valley Events, and their officers, employees, etc., in the event of illness to them.
9. The State of Idaho, the City of Ketchum, and the Sun Valley Wellness Institute (SVWFC) reserve the right to close or cancel the SVWFC and the Experience Park at any time for health reasons.



Public Messaging:

To be included in some pre-event advertising, print collateral, and venue signage. Final phrasing TBD. Event COVID-19 preparedness event plan to be published the SVWFC website www.sunvalleywellness.org

1. By attending the SVWFC or by entering the Experience Park (Washington Ave. and Forest Service Park), you do so at your own risk and understand and acknowledge there is an inherent health risk.
2. By attending the SVWFC or by entering Experience Park (Washington Ave. and Forest Service Park), you agree to hold harmless the City of Ketchum, Sun Valley Wellness Institute dba Sun Valley Wellness Festival & Conference (SVWFC), Sun Valley Events, their officers, employees, volunteers, registered vendors, their agents, associates, and other workers, in the event of illness to you or a minor in your care.
3. If you are currently diagnosed with COVID-19 or have been in the two weeks before the August 20, please do not attend SVWFC or its associated venues including the Experience Park (Washington Ave. and Forest Service Park).
4. Please limit the number of patrons within each vendor booth to no more than two (2) per open booth side, a maximum of four (4) total. Patron queuing is a self-policing system, and we ask your kind cooperation in helping us.
5. If you or someone you know becomes ill during the event, please report this to the event staff at the main information tent.
6. Hand-wash stations and hand sanitizer stations are located throughout the SVWFC and Experience Park.
7. Masks are not required at the Experience Park but are recommended and encouraged. At any time, the State of Idaho, City of Ketchum, or SVWFC may require masks. Masks are available (limited supply)
8. The State of Idaho, the City of Ketchum, and the Sun Valley Wellness Institute (SVWFC) reserve the right to close or cancel the SVWFC and the Experience Park at any time for health reasons.



1ST ST E

1ST AVES

WASHINGTON AVE

RIVER ST E

BUILDING SETBACK

BUILDING SETBACK

BUILDING SETBACK

BUILDING SETBACK

BUILDING SETBACK



1/16" = 1'-0"



10'x10' TENT



= 10'x10' booth



= Hand Sanitizer Station



= 10'x20' Booth



= Closed End of Booth



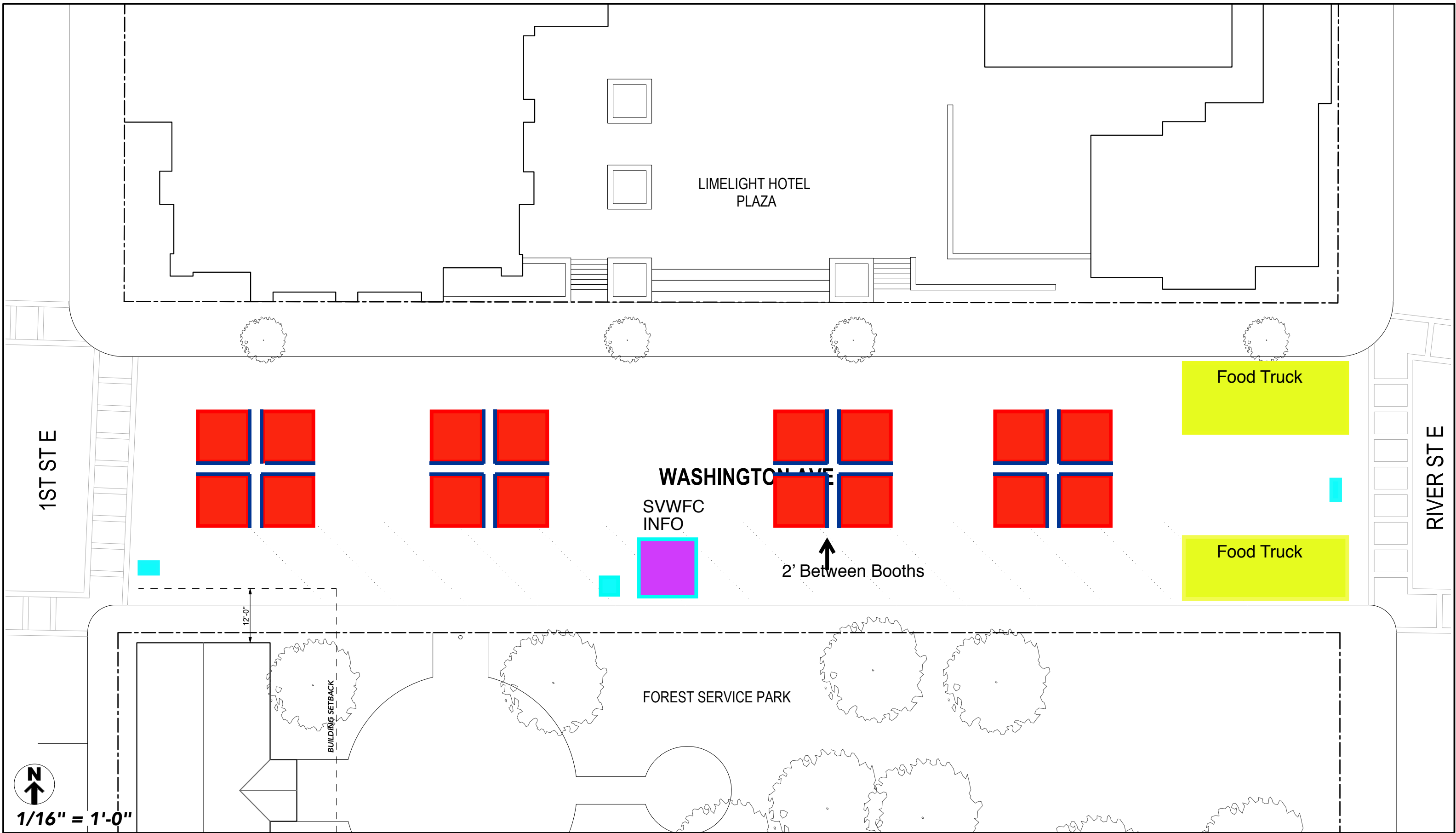
= Portable Restroom



= ADA Portable Restroom

FOREST SERVICE PARK

EVENT TENT LOCATIONS AND CLEARANCES



10'x10' TENT = Opened End of
 = 10'x10' Booth
 = 10'x20' Booth
 = SVWFC Info 10'x10'
 = Hand Sanitizer Station
 = Food Truck Area 30' x 15'

WASHINGTON AVENUE

EVENT TENT LOCATIONS AND CLEARANCES

City of Ketchum Request for COVID-19 Plan

The current COVID-19 pandemic prompted the City of Ketchum to reevaluate all existing events and park reservations. In order to evaluate each event and reservation, the City of Ketchum has developed the following request for mapping and information as outlined below.

Site Plan Including Locations of the Following (Must Reflect 6 Foot Physical Distancing):

- Ceremony Location - Please see attachments
- Seating Plan Showing Number of Guests per Table - N/A, table seating will not be provided at our events
- Restrooms and Handwashing Stations Plan (City Restrooms are Closed) - We are currently discussing our options with Clear Creek Disposal for adding handwashing stations and restrooms to our event. Please note on the attachments where we envision these being placed.
- Food and Beverage Station Locations - N/A, we will not be using outside vendors at our events
- Stage and Dancefloor - N/A, we will not have a stage or dancefloor
- High-Touch Areas (Gift Tables, Seating Card Tables, etc.) - N/A, we have no plans on having high touch areas such as card or gift tables
- Onsite Signage Including CDC Recommendations for Large Gatherings - Please see attachments
- Traffic Flow Signage N/A, the majority of our guests are staying in town, and we are requesting that they walk to the events from their accommodations.

Please Provide Answers to the Following Questions:

What is your event?

We are planning on having two events, one on August 21st, 2020 at Rotary Park, and another on August 22nd, 2020 at Lucy Loken Park.

August 21st - Rotary Park:

A small gathering of friends and family to say hello to each other before the wedding ceremony the following day. This will be a low-key, BYOB-type event. (But we'll bring the hand sanitizer!) The plan is to have folks show up the evening of the 21st, and come and go as they please. There will not be outside food service or vendors at the event.

August 22nd - Lucy Loken Park:

We are planning to have a small and brief wedding ceremony at Lucy Loken park mid-afternoon on the 22nd. Only the ceremony will take place there, the reception is not located at Lucy Loken Park. The plan is also for this to be a relaxed environment. We will be providing our own decorations, flowers, etc. The only outside vendor that we would use would be a local party rental service to provide some chairs for a portion of our guests. There will be no foodservice/catering at the ceremony.

Where will your event take place?

August 21st - Rotary Park

August 22nd - Lucy Loken Park

How many people will attend your event?

We anticipate less than 100 people will attend. We invited 150 people before the COVID-19 scenario emerged. We do not have definitive RSVPs yet from people who are still planning to attend, but we anticipate that the number of attendees will be lower than the number of invited guests. Based on our discussions with people on our guest list we anticipate less than 100 people will attend both events if we were to proceed as planned.

What areas of the country/state will your guests be arriving from (Please List)?

We are local, and the majority of the guests will be coming from within 150 miles of Ketchum. However, we have invited limited numbers of guests from California, Washington, Montana, and Vermont. None of our guests (as of June 2, 2020) reside in a current or previous COVID-19 hotspot.

What are your protocols for guests arriving from COVID hotspots?

We will need to reevaluate this response as we get closer to the event date depending on where current hot spots are, but if a guest were to be coming from a hotspot, we would ask them to kindly join us in spirit, but not in person. We would then do our best to help them recoup any travel costs associated with missing our wedding, or perhaps reschedule their visit for a later, post-corona time.

Where will your guests be staying if they are non-residents?

The vast majority of our guests have yet to book accommodations in the valley, as they are waiting to hear from us (and us from the Council) as to whether our wedding will be permitted to proceed as scheduled. But we have had a very small number of guests let us know that they have booked accommodations. So far, people have said that they are staying in short term rentals, The Limelight Hotel, the Sun Valley Lodge, and private residences owned by family members. In addition to the above, we have recommended Hotel Ketchum on our wedding website.

Are you allowing guests to attend who are experiencing COVID symptoms?

No. We will be kindly (and sadly) requesting that guests experiencing COVID symptoms join us in spirit, but not in person.

Will you provide face masks, hand sanitizer or gloves for your guests?

Yes. We will provide ample hand sanitizer, will have sanitizing wipes on hand, and will provide masks for those who are unable to bring their own.

Who will provide food and beverage at your event (if applicable)?

N/A. Our welcome event will be BYO, and our ceremony event will not have food or drink. We are not planning on having any outside foodservice/catering vendors for either event.

Have your food and beverage providers issued assurance they will be following state-issued and CDC protocols that are in place during your event?

N/A, we are not using food or beverage vendors.

Have your event contractors (tents, tables, chairs, florists, band/dj, etc.) provided assurance they will be following state-issued and CDC protocols that are in place during your event?

We are still finalizing contracts with local vendors, but we will be absolutely certain that all of our vendors adhere strictly to CDC and state issued protocols and guidelines for our event. We will likely only be using the services of one vendor, a local party rental company, to provide a limited number of chairs for the wedding ceremony at Lucy Loken Park. If the vendor is unable to guarantee that the chairs are disinfected prior to use, we will be prepared to do this ourselves before the setup of the ceremony.

What is your contingency plan in the event of a COVID outbreak?

If for example an outbreak occurs locally in the weeks leading up to our event, we will either cancel or postpone the event, whichever is more prudent given the circumstances. Currently we have a backup date on the calendar in October for the wedding reception, which is not scheduled to happen on property belonging to the city of Ketchum.

If worse comes to worse though, we can only hope that our vendors and lodging providers for our guests are understanding and will work with us and our guests given the circumstances.

OTHER:

We understand that the situation is continually changing, and that is near impossible to predict what the state of things will be like in 3 months. We plan on keeping a very close eye on the recommendations and guidelines coming from the CDC, State, and City authorities to help us plan our events and make sure that everybody has a fun, memorable, and (most importantly!) safe time at our wedding.

We are prepared to work with the city to make sure that all requirements are met. Please let us know if we need to amend this application in any way, and we will do our best to accommodate both the requirements of our guests and the City. Thank you!

The City of Ketchum reserves the right to revoke any permit and/or cancel any event or park reservation as deemed necessary in order to protect the public health and safety. In event of cancellation the City will reasonably work with the event or park reservation holder to accommodate rescheduling.

Submitted By: Conner Madigan & Ashley Riggle

Signed: Conner Madigan Ashley Riggle

Date: June 2, 2020





You are currently running an experimental version of Earth.


[Learn more](#) [Send feedback](#)



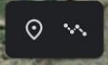
-  Additional Restrooms
-  Handwash Station
-  CDC signage



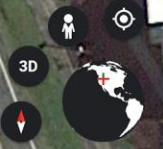
Perimeter  238.86 m 

Area 3,716.05 m² 

[Start new](#)



Google 100%



Camera: 1,916 m 43°41'12"N 114°22'18"W 1,773 m

City of Ketchum Request for COVID-19 Plan

The current COVID-19 pandemic prompted the City of Ketchum to reevaluate all existing events and park reservations. In order to evaluate each event and reservation, the City of Ketchum has developed the following request for mapping and information as outlined below.

Site Plan Including Locations of the Following (Must Reflect 6 Foot Physical Distancing):

- Ceremony Location
- Seating Plan Showing Number of Guests per Table
- Restrooms and Handwashing Stations Plan (City Restrooms are Closed)
- Food and Beverage Station Locations
- Stage and Dancefloor
- High-Touch Areas (Gift Tables, Seating Card Tables, etc.)
- Onsite Signage Including CDC Recommendations for Large Gatherings
- Traffic Flow Signage

Please Provide Answers to the Following Questions:

What is your event?

Luby/Johnsen Wedding
September, 12, 2020

Where will your event take place?

Rotary Park, Ketchum ID

How many people will attend your event?

~100 Attendees

What areas of the country/state will your guests be arriving from (Please List)?

Pacific Northwest: Washington, Idaho, Montana, Oregon
Midwest: Minnesota, Wisconsin, Illinois

What are your protocols for guests arriving from COVID hotspots?

We will inform guests from COVID hotspots they will not be allowed entry to the event. If within 14 days of the event, guests with exposure to those with Covid or sick with Covid will be asked not to travel to Ketchum.

Where will your guests be staying if they are non-residents?

Hotel: yes, Hotel Ketchum, Tamarack Lodge
Short Term Rental: yes, Ketchum based Airbnb + VRBO rentals
Other: 2nd homeowner private residences

Are you allowing guests to attend who are experiencing COVID symptoms?

No. Pre-event notices will be sent to all guests who have confirmed attendance.

Will you provide face masks, hand sanitizer or gloves for your guests?

Yes

Who will provide food and beverage at your event (if applicable)?

The Haven (Kellee Haven)

Have your food and beverage providers issued assurance they will be following state-issued and CDC protocols that are in place during your event?

Yes

Have your event contractors (tents, tables, chairs, florists, band/dj, etc.) provided assurance they will be following state-issued and CDC protocols that are in place during your event?

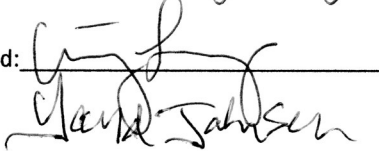
Yes

What is your contingency plan in the event of a COVID outbreak?

We will follow National, State, County, and City guidelines in case of outbreak. The wedding will be rescheduled.

The City of Ketchum reserves the right to revoke any permit and/or cancel any event or park reservation as deemed necessary in order to protect the public health and safety. In event of cancellation the City will reasonably work with the event or park reservation holder to accommodate rescheduling.

Submitted By: Christy Luby & Dave Johnson

Signed: 
Dave Johnson

Date: 6/5/2020

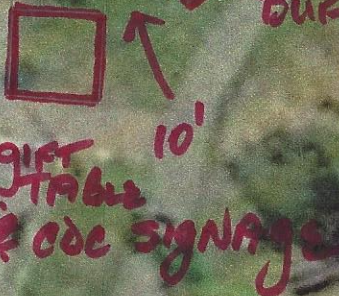


Rotary Park

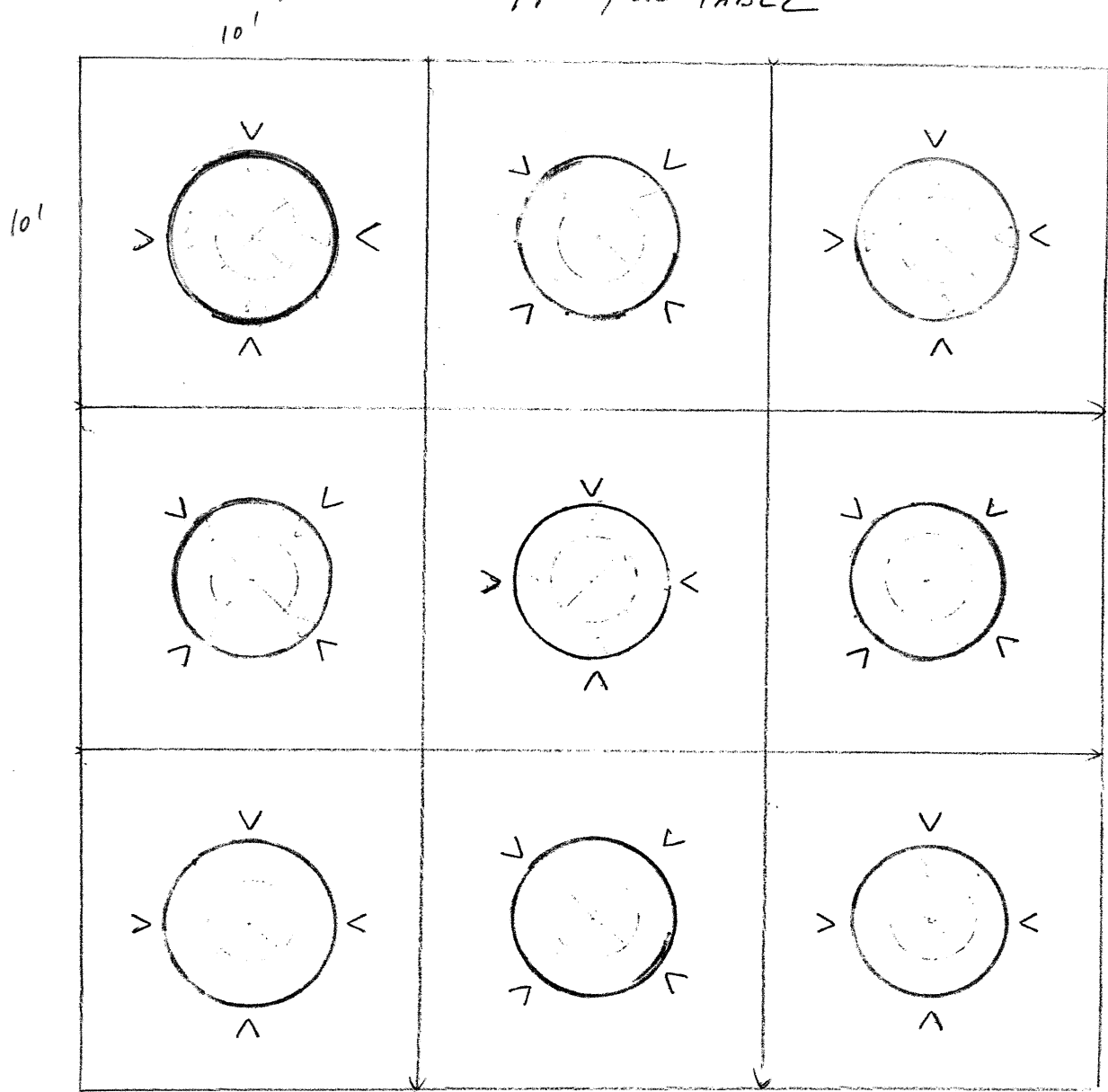
1" = 30'



HAND SAN. & PPE



30' x 30' TENTS
5' DIAM. TABLE
4 PPL PER TABLE



City of Ketchum Request for COVID-19 Plan

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- Food and Beverage Station Locations
- Stage and Dancefloor
- High-Touch Areas (Gift Tables, Seating Card Tables, etc.)
- Onsite Signage Including CDC Recommendations for Large Gatherings
- Traffic Flow Signage

Please Provide Answers to the Following Questions:

What is your event?

Wedding Ceremony Only (Aprox. 60 Min)

Where will your event take place?

Forest Service Park

How many people will attend your event?

No more than 50-70 Individuals

What areas of the country/state will your guests be arriving from (Please List)?

Ketchum, ID
Boise, ID
San Diego, CA
Chicagoland Suburbs, IL

What are your protocols for guests arriving from COVID hotspots?

No guests are coming from areas of the country currently considered as “hotspots”. However, out of town guests will be seated/grouped together with immediate family/co-habitants separate from Idaho residents at a distance of 6 feet apart from one another. Guests will also have temperature checked upon park entry.

Where will your guests be staying if they are non-residents?

Hotel: Hotel Ketchum, Best Western - Main St.
Short Term Rental: AirBnB
Other: N/A

Are you allowing guests to attend who are experiencing COVID symptoms?

No.

Will you provide face masks, hand sanitizer or gloves for your guests?

Facemasks and Hand Sanitizer will be provided for all guests

Who will provide food and beverage at your event (if applicable)?

No food will be provided. Beverage Station (Water & Lemonade) will be managed and served by LimeLight Hotel Staff. Will be limited to walk-up service that can provide for appropriate physical distancing while individuals wait in line.

Have your food and beverage providers issued assurance they will be following state-issued and CDC protocols that are in place during your event?

Yes

Have your event contractors (tents, tables, chairs, florists, band/dj, etc.) provided assurance they will be following state-issued and CDC protocols that are in place during your event?


Yes

What is your contingency plan in the event of a COVID outbreak?

Postponement

The City of Ketchum reserves the right to revoke any permit and/or cancel any event or park reservation as deemed necessary in order to protect the public health and safety. In event of cancellation the City will reasonably work with the event or park reservation holder to accommodate rescheduling.

Submitted By: Jeff Strnad

Signed: 

Date: 06/05/2020

10x10' TENT

1/16" = 1'-0"

1ST AVE S

1ST STE

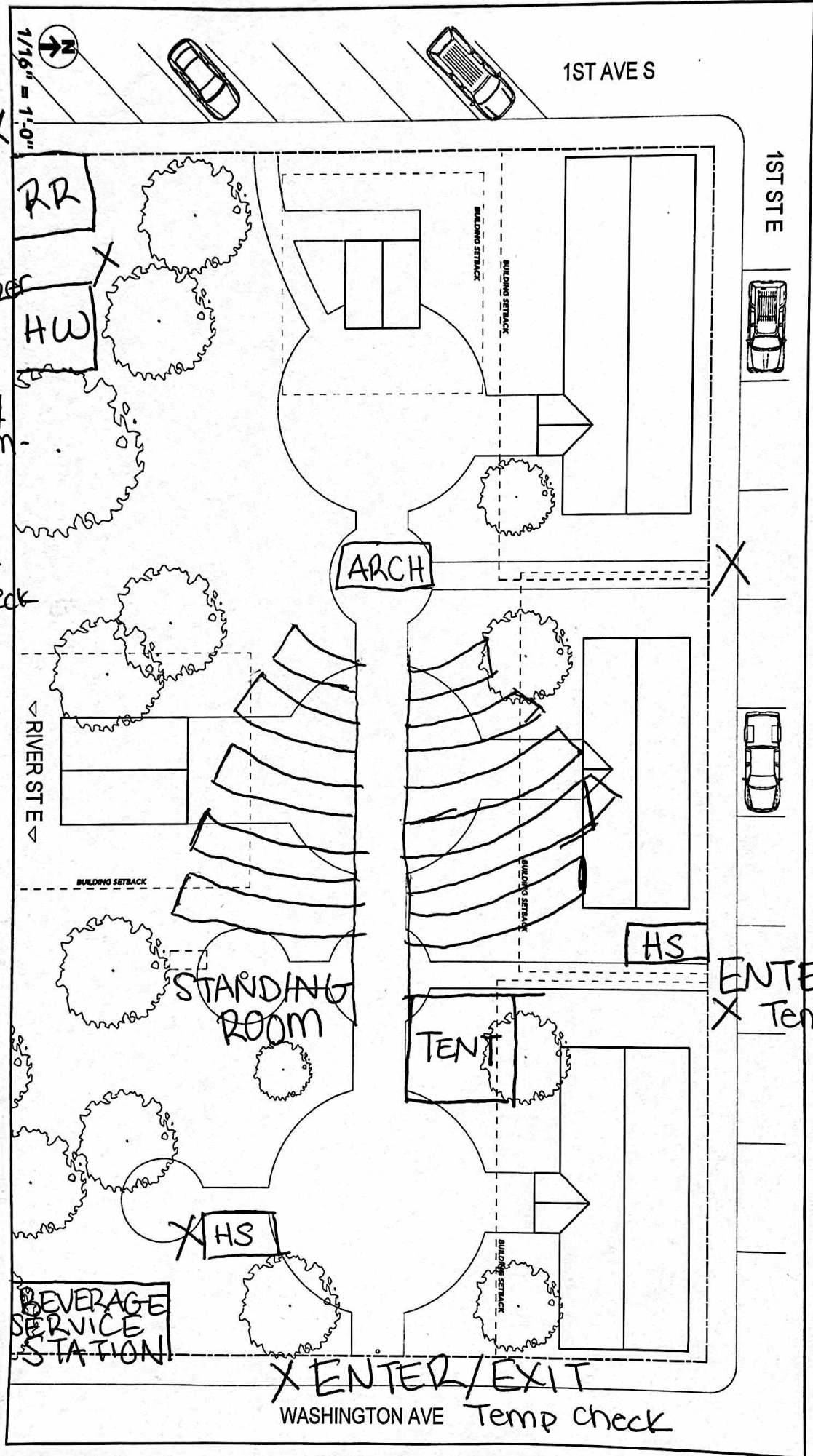
RR = Restroom
 HW = Handwash
 HS = Hand Sanitizer
 X = Signage

TENT for high risk/elderly

STANDING ROOM - for those that do not prefer to sit.

Temperature check at entrance of wedding

FOREST SERVICE PARK
EVENT TENT LOCATIONS AND CLEARANCES



X ENTER/EXIT
WASHINGTON AVE Temp check

ENTER/EXIT
X Temp check

The Idaho Department of Health and Welfare (DHW) and the seven local public health districts have developed guidance to assist with decisions regarding gatherings and public events during the COVID-19 pandemic and stages of the Rebound Idaho plan. We understand that events must be planned well in advance and some event timelines extend beyond the current Stage 4 of the Rebound Idaho plan. Idaho’s ability to advance from one stage to the next is dependent on gating criteria (<https://rebound.idaho.gov/stages-of-reopening/>) being met, which requires control of the spread of COVID-19.

There is currently no vaccine to prevent COVID-19. Until such time as a vaccine is available or there is sufficient population immunity to the virus, community mitigation and personal accountability measures must be taken. Mass gatherings highly influence virus activity. It is recommended that all future plans for gatherings beyond the stages of the Rebound Idaho plan should be planned with cancellation or postponement contingencies. Idaho public health experts, DHW and all local Public Health Districts, will support any decision to postpone or cancel gatherings and public events in order to protect Idahoans and those who visit Idaho.

For the purpose of this guidance, mass gatherings and events are defined as a public gathering for business, social, academic or recreational activities including, but not limited to, community, civic, public, educational, leisure, or sporting events; parades; concerts; festivals; conventions; fundraisers; and similar activities. Specific examples may include, but are not limited to, weddings, graduations, large theater performances, rallies, car shows, reunions, races, holiday celebrations, rodeo championships, adult and youth sports tournaments.

ALL STAGES

Everyone Should:

- Engage in physical distancing of at least six feet
- Wear cloth face coverings in public places
- Stay home if sick
- Practice good hand hygiene
- Cover coughs and sneezes
- Disinfect commonly touched surfaces and objects regularly

Event Planners & Organizers Should:

- Check in with their local public health district periodically leading up to the event to understand the current community risk for exposure to COVID-19
- Host events outdoors, if possible
- Maintain the six-foot physical distancing requirements for employees and attendees
- Provide adequate sanitation and personal hygiene for employees, vendors, and attendees
- Ensure frequent disinfection of the event location as well as regular cleaning, especially of high-touch surfaces
- Identify how personal use items such as masks, cloth face coverings, and gloves may be required by employees, vendors, and/or attendees
- Provide services and event activities while limiting close interactions with attendees

CONTINUES ON NEXT PAGE

Event Planners & Organizers Should:

- Identify strategies for addressing ill employees, such as the following:
 - Require COVID-19 positive employees to stay at home while infectious
 - Symptoms of COVID-19 include muscle aches, a fever of 100.4 °F or higher, cough, sore throat, and shortness of breath
 - Keep employees who were directly exposed to the COVID-19 positive employee away from the workplace
 - Closure of the event location until the location can be properly disinfected
- On a case-by-case basis, include other practices appropriate for specific types of events, such as screening of employees for illness and exposures upon work entry, requiring non-cash transactions, etc.
- Identify and address potential language, cultural, and disability barriers associated with communicating COVID-19 information to event staff and participants.

Idaho public health experts recommend that organizers (whether groups or individuals) postpone or cancel mass gatherings and public events in any of the following situations:

- The event will draw audiences or participants from communities, states, or countries that are currently experiencing confirmed substantial community spread of COVID-19 disease. Your local public health district can assist you in making this determination.
 - Refer to the county map provided by the Centers for Disease Control and Prevention (CDC) to see if an area (county) they are from has higher rates than the overall rate for Idaho: <https://www.cdc.gov/covid-data-tracker/index.html>
- The event’s primary audience includes or may expose high-risk populations, including adults over the age of 65 years and people with underlying chronic medical conditions like heart or lung disease or diabetes, regardless of the number of attendees.

STAGE 2 (first stage allowing gatherings):

In addition to the above guidance,

- Use technology (e.g., webinar, video conferencing, live stream, etc.) as a way to gather people or a way to augment a gathering to minimize the risk of COVID-19 exposure when possible
- Allow for groups of 10 people or less where physical distancing of six feet can be maintained
- Consider directing attendees to seating or standing areas that are already properly distanced
 - Use signage and barrier protection to limit movement and maintain distancing and direct the flow of traffic
 - Limit tables to groups of six
 - Space tables appropriately to keep patrons six feet apart while seated and moving in and out of chairs
 - If stadium seating is being used, use barriers or signage to appropriately physically distance families
- Limit entrances and exits to the event to control the flow of attendees
 - Consider separate entrances and exits to the event
 - Mark where people line up to keep attendees six feet apart while waiting
 - Open gates or doors to events early to allow for orderly entrance to event

- Post signs at entrance stating that if attendees have a fever or other COVID-19 symptoms, they are prohibited from entering
- Utilize on-line ticket sales, required sign-ups and/or RSVPs for crowd management
- Provide COVID-19 prevention supplies to event staff and participants
 - Make sure that events have supplies for event staff and participants, such as hand sanitizer that contains at least 60 percent alcohol, tissues, trash baskets, disposable facemasks, cleaners and disinfectants
- Dedicate staff members to disinfect high contact surfaces throughout the establishment and disinfect tables between parties
- If food is being served at an event, refer to Stage 2 Restaurant Protocols

STAGE 3:

In addition to the above guidance:

- Allow for groups between 10 – 50 people where physical distancing of six feet can be maintained

STAGE 4:

In addition to the above guidance:

- Allow for groups larger than 50 where physical distancing of six feet can be maintained
- If concession services are provided, prohibit in-stand concession sales and buffet-style serving areas
 - Concession services should be limited to vending and walk-up services that can provide for appropriate physical distancing while patrons wait in line

PLANNING FOR AFTER STAGE 4:

Idaho's public health officials cannot predict what the threat of COVID-19 will be across the state in July, August, September, and beyond or make recommendations many weeks or months in advance on attendee size, postponing, or canceling of events. For event planners who choose to move forward with planning events over the summer and fall of 2020, events should be planned using the practices outlined above in this guidance. In addition to the above:

- Be aware of any legal orders in place, which will be posted at <https://coronavirus.idaho.gov>
- Know the level of disease transmission in your local community and the level of transmission in the areas from which your attendees will travel (consult with your local public health district)
 - Refer to the county map provided by the Centers for Disease Control and Prevention (CDC) to see if an area (county) they are from has higher rates than the overall rate for Idaho: <https://www.cdc.gov/covid-data-tracker/index.html>
- Stay in regular communication with your potential patrons about the status of COVID-19 in the state and in your area and any cancellation or change in the venue
- Identify and address potential language, cultural, and disability barriers associated with communicating COVID-19 information to event staff and participants
- Develop a contingency plan that addresses scenarios you may encounter during the COVID-19 outbreak
 - Identify actions to take if you need to postpone or cancel events
 - Develop flexible refund policies for participants
 - Determine if the event can be convened in a different manner such as a virtual event

Resources

Event Planning and COVID-19: Questions and Answers. <https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/event-planners-and-attendees-faq.html>

Get Your Mass Gatherings or Large Community Events Ready. <https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/mass-gatherings-ready-for-covid-19.html>

Centers for Disease Control and Prevention Guidance on Mass Gatherings. <https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/mass-gatherings-ready-for-covid-19.html>

Centers for Disease Control and Prevention. Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplace, Businesses, Schools and Homes: <https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>

Centers for Disease Control and Prevention. Guidance on Disinfecting: <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

EPA list of COVID-19 effective disinfectants: <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>



City of Ketchum

June 15, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Discussion and Direction to Staff on Options to Allow Scooters in the Skatepark

Recommendation and Summary

Staff is requesting council direction in the review of rules concerning scooter use at the Guy Coles Skatepark.

The reasons for the request are as follows:

- Scooters are not allowed in the Guy Coles Skatepark
- The city has received two requests from the public to allow scooters in the Guy Coles Skatepark.

Introduction and History

The 2005 construction of the Guy Coles Skatepark and the 2017 expansion were paid for with both public funds and fundraising efforts of the local skateboard community. The skateboard community continues to contribute to the Guy Coles Skatepark Account in the Parks and Recreation Development Trust funding repairs and maintenance of the park. Skateboards and in-line skates were the intended users of the original skatepark design. Since its inception, scooters have been prohibited at the Guy Coles Skatepark.

Two comments have been received from the public requesting scooters be allowed at the Guy Coles Skatepark, managed by the City of Ketchum on public property. Both comments site language included on the existing signage at the Guy Coles Skatepark prohibiting the use of scooters. One comment recommends designating specific hours permitting scooters while allowing for exclusive skateboard use outside of these designated hours. The other comment mentions the observed flow of users throughout the day, with younger users in the morning and an older demographic later in the day. Based on these comments, staff is providing three options for Council consideration of scooter use in Guy Coles Skatepark:

- A) Allow scooter use with no restrictions.
- B) Allow scooter use during designated times (ex: 7am-4pm).
- C) Continue to prohibit scooter use.

Analysis

Skateparks are common in mountain towns throughout the west. Mammoth Lakes, Breckenridge, Aspen and Crested Butte allow the use of scooters in their skateparks. The City of Bend allows the use of scooters in some, but not all, of their multiple skateparks. Aspen did not allow the use of scooters in their Rio Grande Skatepark until two years ago when they changed their rules to allow scooters after staff observed an organic shift in use. Park City recently upheld the rules prohibiting scooters at their skatepark citing user safety, potential damage to the high-density concrete surface of the park, and the availability of other parks allowing scooter use in the area.

Locally, the City of Hailey allows scooter use at their skatepark until 7pm. Ketchum's Guy Coles Skatepark is 15,000 square feet compared to the 21,000 square foot Hailey Skatepark. Rhodes Skatepark in Boise, the largest skatepark in the region at 40,000 square feet, allows the use of scooters.

The Idaho Counties Risk Management Program (ICRMP) indemnifies the use of scooters in skateparks. There is not language in the construction contract or warrantee from the Guy Coles Skatepark construction contractor, Dreamland Skateparks, LLC, regarding the use of scooters in their skatepark product.

Sustainability Impact

There is no sustainability impact.

Financial Impact

Selection of new rules allowing scooter use will require the purchase of a new sign reflecting these rules.

Attachments:

Sarah Uhlenhopp Email dated May 18, 2020

Nicky Elsbree Email dated May 19, 2020

Robin Crotty

From: Robin Crotty
Sent: Monday, May 18, 2020 12:26 PM
To: Robin Crotty
Subject: FW: Guy Coles Skate Park

From: Neil Bradshaw <NBradshaw@ketchumidaho.org>
Sent: Monday, May 18, 2020 12:01 PM
To: Participate <participate@ketchumidaho.org>
Cc: AllCouncil <AllCouncil@Ketchumidaho.org>; Suzanne Frick <sfrick@ketchumidaho.org>; Robin Crotty <rcrotty@ketchumidaho.org>; Julian Tyo <jtyo@ketchumidaho.org>
Subject: Re: Guy Coles Skate Park

Thanks Sarah

We are looking into the use of scooters and there are many differing opinions

I do think we want to encourage diversity while being respectful of our history and the original intent

I hope we can find a balance that works for all

Appreciate you sharing your view

Neil

NEIL BRADSHAW | CITY OF KETCHUM

Mayor

P.O. Box 2315 | 480 East Ave. N. | Ketchum, ID 83340

o: 208.727.5087 | m: 208.721.2162

nbradshaw@ketchumidaho.org | www.ketchumidaho.org

From: Sarah Uhlenhopp
Sent: Monday, May 18, 2020 8:41 AM
To: Participate <participate@ketchumidaho.org>
Subject: Guy Coles Skate Park

Dear Ketchum City Council,

I am writing with regard to the Guy Coles Skate Park and the outdated signage and rules. I ask the Council to please consider allowing scooters to use this city park in addition to skateboards & incline skates.

As we just honored "Kids to Parks Day" day on May 16, I echo Mayor Bradshaw's Proclamation "Whereas, Kids to Parks Day is **open to all children and adults across the country to encourage a large and diverse group of participants**, and broad children's appreciation for nature and the outdoors."

Our community has a deep skateboard history and clearly their passion has driven the development and expansion of our local Dreamland jewel. When I moved to Ketchum in the late '90's the new skate park was popular, as it continues to be today. However, times have changed and scooters are now an alluring option for recreation as well.

I have talked to numerous people and understand that this change would not be welcome by all, but I remain hopeful that we can come to a compromise. Perhaps we only allow scooters during certain restricted hours? For example, what if from sunrise to 4PM both are permitted, and then skateboarders could use the park exclusively from 4pm-10pm? I believe with some dialog and collaboration we could find a solution.

Please ask yourselves if limiting this valuable amenity to a select group of users is aligned with Ketchum's values? To me, it seems only fair that anyone that can ride safely in the skate park is welcome and encouraged to do so, regardless of his or her choice of equipment.

I am eager for your attention to this matter as summer is quickly approaching and many activities are limited due to COVID-19. Thank you.

Best,
Sarah Uhlenhopp

Robin Crotty

From: Robin Crotty
Sent: Tuesday, May 19, 2020 2:34 PM
To: Robin Crotty
Subject: FW: Skate Park

From: Nicky Elsbree
Sent: Monday, May 18, 2020 4:03 PM
To: Participate <participate@ketchumidaho.org>
Cc: Nicky Elsbree <claytons.cabin@gmail.com>
Subject: Skate Park

Dear City Council Members,

A few years ago I was thrust into the role of Skateboarder Mom. It's pretty cool and falls into the "who woulda thunk it" category. My favorite store is now the Board Bin.

The community aspect of the Guy Coles and any park, I imagine, is really interesting. And because my daughter is on the younger side, I choose to stay and observe. I've been having fun taking photos, to distract me from saying "be careful" too many times or getting involved in any debates that take place over who did what, to whom.

I would like to share a few observations that may prove helpful to the park vibe. I have shared some of this with the Mayor, John Kearney and some Board Bin people along the way.

The biggest issue is that the signage is, well, hard to see, scratched up and is not respected. I suggest new signs be placed in appropriate greeting spots. (I think there is money somewhere from the two fundraisers that occurred at the Board Bin).

And at this time, perhaps the rules should be reviewed.

Should scooters be allowed? Are bikes OK if there is absolutely no one in the park? Reminders to throw your trash in the can and perhaps consider recycle bins.

Reminders to watch language and how you treat those around you. Share a bit of history about the park, so that people know the work that has gone into this labor of love.

All this, so that the participants know the boundaries and can self-regulate with words, actual rules, to back them up.

The skate-park is an amazing resource and I have seen all the different layers of learning and integrating that takes place there.

Free-play, self-teaching, peer teaching, how to deal with adversity and people who are perhaps not your style. Learning how to adapt to the flow. Mostly, it's so good. Sometimes, it's not. And that's OK. It is life.

I do, however, think there needs to be some fine-tuning. So when a guest shows up, they know the expectation.

And those that they ask, (Mom sitting on a bench) know it too.

This spring, there's been a current of younger kids in the mornings, followed by older demographic later in the day.

Mostly no fuss, no muss. That seems to be the flow.

There have been scooters and an occasional bike. I have known the kids on bikes and just remind them it's a big piece of metal that could take a skateboarder out. I have become more open to scooters, who seem to be friends with the others. They are mostly the kids who are less apt at skateboarding or who do both. Riding a scooter is easier (IE that would be my choice). Although their piece of metal, when flipping around, could cause harm too, it makes me less nervous than the bikes. And

obviously the bikes have other places (dirt, pump parks, etc) to ride. It's all about giving each other space.

I respect the "old school" ways of the skateboarders. Although I seriously don't understand why everyone does not wear a helmet. So, I am not writing you to re-write the rules. I just think they need to be visited and become more visible.

Otherwise, unfortunately, you are opening yourself up to tensions, which don't need to exist. I mentioned last summer to a dad that scooters were not allowed at the park (and it was a really busy day) and he about bit my head off. That was the last time, I tried to play skate-cop. That's not my job. And it took all the fun out of it.

But I will not feel good if someone gets hurt out there, especially if they are not allowed there in the first place.
That's when the "mom-alarm" goes off.

I'm happy to help in any way I can. The skate-park is such an asset to our community.

Sincerely,
Nicky Elsbree



City of Ketchum

June 15, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Discussion and Direction to Staff on Options to Allow Commercial Use in City Parks

Recommendation and Summary

Staff is requesting council direction in the review of rules concerning use of city parks for commercial use.

The reasons for the request are as follows:

- Commercial use is not currently permitted in city parks outside of field use by sports teams and recreational sports leagues.
- The city has received two requests from the public to allow commercial use in city parks citing COVID-19 related distancing requirements.

Introduction and History

As a result of COVID-19, restaurants, bars, retail operations and fitness facilities are under new restrictions and protocols at the direction of the CDC and the State of Idaho. To help meet COVID-19 related distancing requirements, Ketchum City Council approved the use of Revocable Encroachment License Applications for use of parking spaces by local restaurants. The cost for this license is \$50.

Two comments have been received from the public requesting commercial use of city parks. One comment specifically requests the use of city parks for yoga instruction allowing for social distancing requirements that cannot be achieved in their business' brick and mortar studio space. The other public comment is a request to use Forest Service Park for a babysitting service to facilitate social distancing. Based on these comments, staff is requesting direction from Council on the commercial use of public parks to accommodate the social distancing requirements issued for indoor gyms and recreation facilities.

Using existing City of Ketchum fee structures for park reservations, City Staff have identified potential cost scenarios to accommodate recurring use of city parks for commercial use. Reflecting one comment's request to use city park facilities for two, one-hour classes per day, seven days a week, for 13 weeks, City Staff has estimated the total cost of the commercial park use to be \$1840 based on a discounted rate of Ketchum's hourly park reservation fee schedule for recurring events. This cost is based on the existing \$80, 4-hour park reservation rate for gatherings of less than 100 people, equating to an hourly rate of \$20 per hour. The discounted rate for recurring events charges a full rate for the first day and extends a 50% discount for all subsequent days, translating to \$40 dollars the first day and \$20 for all subsequent days. This rate could be further discounted to reflect gatherings of less than 50 people.

Another scenario could allow the creation of a seasonal lease of city park space for commercial use at a flat rate to be determined by City Staff. For reference, the city's Revocable Encroachment License Application is \$50.

Analysis

Other cities in the US allow the commercial use of city parks for a variety of activities. The City of Long Beach issues permits for commercial use ranging from fitness providers to "moon bounce vendors." The City of Bend issues permits for business use including sales meetings, fitness classes, personal sports coaching, arts and crafts classes, and product demonstrations. In response to COVID-19 social distancing requirements, the City of Hoboken, New Jersey is allowing commercial fitness operations to apply for a "Fitness Activity Permit in City Facilities" as a part of their Mayor's small business recovery strategy.

The City of Aspen has opened 14 of their 30 parks to local businesses aligned with health, fitness and wellness on a two-month trial basis to facilitate social distancing. The Aspen program requires a \$50 permit from the city before businesses are allowed to begin operations and is managed through the city's existing parks permit system. The physical instruction and classes are limited to the first half of the day and available from 8 a.m. – 1 p.m. with staff noting that parks have been heavily used in the afternoons and evenings during COVID-19 restrictions.

Existing resources and guidelines are available from other cities should Council direct staff to develop a permit application for commercial use in city parks. All commercial use permit guidelines reviewed by staff require the provision of an insurance certificate naming the city as "additional insured" by the permit applicant. At the direction of Council, this program could be implemented in a trial capacity for continuation in the future, or as a temporary program to accommodate social distancing guidelines.

Sustainability Impact

There is no sustainability impact.

Financial Impact

There is no financial impact.



City of Ketchum
City Hall

June 15, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

**Recommendation to Approve Agreement #20477
with CSHQA for New City Hall Architectural Services**

Recommendation and Summary

Staff is recommending City Council provide authorization to the Mayor to enter into an agreement with CSHQA for the new city hall architectural services.

"I move to approve Agreement #20477 with CSHQA for architectural services for the new city hall."

The reasons for the recommendation are as follows:

- In 2018, the City purchased 191 5th Street for a new city hall.
- The city plans to relocate to the new city hall in May 2021.

Introduction and History

For the past several years, the City of Ketchum has been working toward new facilities for the current operations at City Hall. The Ketchum Fire Department will be moving into their new facility in the fall of 2021, and the remaining city hall operations will relocate to 191 5th Street in May 2021. The building is approximately 15,600 square feet and is currently configured as a professional office building on the three above-grade levels with storage units in the basement. Before moving forward, it is necessary to develop a space analysis to determine the space need, configuration, and associated costs. Entering into a contract with CSHQA will allow them to prepare the space needs analysis, options and cost estimates.

Analysis

On February 19, 2020, the City released a Request for Proposals (RFP) for architectural services for a new city hall. On March 12, the City received 6 proposals; 5 were deemed responsive to the RFP. On May 14, 2020, interviews were held with three firms that submitted the most highly ranked proposals. The interview panel consisted of staff and a representative from the Ketchum Sustainability Advisory Committee. The City initiated negotiations with CSHQA, the top ranked proposer.

CSHQA has provided a proposal to perform the programming tasks and develop conceptual designs and cost estimates (Phase 1 of the project). Programming space needs and plans, building survey report, preliminary LEED report and cost estimates associated with certain options will be presented to City Council at the July 20, 2020 meeting for their consideration. Phase 2 of the project will include development of construction documents as well as support the City during the construction phases of the remodel. Phase 2 is not included in the scope of this contract.

Sustainability Impact

The project will evaluate the existing systems and structure with the goal of achieving LEED certification or equivalent, if possible.

Financial Requirement/Impact

CSHQA has provided a proposal for Phase 1 services for \$31,287. The first phase of the project is being funded from the essential services facility fund that was created to facilitate the exit from the current City Hall. The approved FY20 budget includes \$50,000 to fund the programming study.

Attachments:

Contract #20477

INDEPENDENT CONTRACTOR AGREEMENT #20477

This Professional Services Agreement (“Agreement”) is made by and between the City of Ketchum, Idaho, an Idaho municipal corporation, organized and existing under the laws of the State of Idaho (“City”), and CSHQA, (“Contractor”).

RECITALS

Whereas, the City of Ketchum purchased the building at 191 5th Street for a new City Hall;

Whereas, there is a need to conduct a space analysis and cost estimate for the new facility;

Whereas, the City interviewed and selected CSHQA to perform the analysis and cost estimate;

NOW, THEREFORE, on the basis of the foregoing recitals, and upon motion duly passed by the Ketchum City Council, and for the consideration set forth herein, the parties agree as follows:

AGREEMENT

Contractor agrees to provide services pursuant to the terms and conditions of this Agreement.

1. SCOPE OF WORK:

Contractor will provide the services outlined in the CSHQA Proposal for Architectural Services (Attachment A), in adherence to the Phase 1 Schedule (Attachment B).

Phase 2 of the project will include Schematic Design, Design Development, Construction Documents, Construction Administration and Closeout Documentation, with an expected move-in date of May 1, 2021. Phase 2 is not included in the scope of this contract.

2. AMOUNT AND METHOD OF PAYMENT: The City agrees to pay Contractor for services rendered under this Agreement thirty-one thousand, two hundred eighty-seven dollars (\$31,287) and reimbursable expenses.

(a) Contractor shall maintain time and expense records and make them available to the City monthly and provide monthly invoices in a format acceptable to the City for work performed to the date of the invoice.

(b) All invoices shall be paid by the City within forty-five (45) days of receipt of proper invoice unless no funds are available, then as soon as funds become available. Uncontested invoices paid after forty-five days may be subject to the statutory rate of interest pursuant to Idaho Code section 67-2302.

3. **INDEPENDENT CONTRACTOR RELATIONSHIP:** Contractor is not an employee, servant, agent, partner, or joint venture of the City. The City shall determine the work to be done by Contractor, but Contractor shall determine the legal means by which it accomplishes the work specified by the City. This Agreement shall not be construed to create any employer-employee relationship between the City and Contractor.

4. **FEDERAL, STATE, AND LOCAL PAYROLL TAXES:** Neither federal, state, or local income taxes nor payroll taxes of any kind shall be withheld and paid by the City on behalf of Contractor or the employees of Contractor. Contractor shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes. Contractor understands that Contractor is solely responsible to pay, according to law, Contractor's income tax. Contractor further understands that Contractor may be liable for self-employment (Social Security) tax to be paid by Contractor according to law.

5. **LICENSES AND LAW:** Contractor represents that it possesses the requisite skill, knowledge, and experience necessary, as well as all licenses required, if any, to perform the services under this Agreement. Contractor further agrees to comply with all applicable laws, ordinances, and codes of federal, state, and local governments in the performance of the services hereunder.

6. **FRINGE BENEFITS:** Because Contractor is engaged in its own independently established business, Contractor is not eligible for and shall not participate in any employee pension, health, or other fringe benefit plans of the City.

7. **WORKER'S COMPENSATION:** While performing duties within the scope of the professional services, as set forth herein, Contractor shall be covered under the City's workers compensation liability policy.

8. **PROPRIETARY RIGHTS:** All data, materials, reports, maps, graphics, tables, memoranda, and other documents or products developed under this Agreement whether finished or not shall become the property of the City, shall be forwarded to the City at its request, and may be used by the City for any business or municipal purpose. The City agrees that if it uses products prepared by Contractor for purposes other than those intended in this Agreement, it does so at its sole risk.

9. **CONFIDENTIALITY:** Contractor agrees to maintain confidentiality of all work product produced under this Agreement, including both interim and draft, materials, reports, maps, graphics, tables, memoranda, and other documents unless and until the City signifies its written approval that such work product may be published as final work product subject to the public records laws of the state of Idaho. The City reserves the right to distribute the final work product as it sees fit provided that Contractor may use final reports as approved and adopted by the Ketchum City Council in the marketing of its firm.

10. **TERM OF AGREEMENT:** This Agreement shall commence as of the effective date specified in **Section 25** and shall remain in effect up to 60 days unless terminated by either party as specified in **Section 16**, or extended by mutual consent of both parties.

11. **ENTIRE AGREEMENT:** This Agreement, contains the entire agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

12. **GENERAL ADMINISTRATION AND MANAGEMENT:** The City Administrator or his/her designee shall be the City's representative and shall oversee and approve all services to be performed, coordinate all communications, review and approve all invoices, and carry out any and all tasks as may be required under this Agreement.

13. **CHANGES:** The City reserves the right to make changes from time to time in the scope of services to be performed hereunder. Such changes, including any increase or decrease in Contractor's compensation, which are mutually agreed upon by and between the City and Contractor, shall be incorporated in written amendments to this Agreement.

14. **AMENDMENTS:** This Agreement may be amended only in writing upon mutual agreement of both the City and Contractor.

15. **ASSIGNMENT:** It is expressly agreed and understood by the parties hereto that Contractor shall not have the right to assign, transfer, hypothecate, or sell any of its rights under this Agreement except upon the prior express written consent of the City.

16. **TERMINATION OF AGREEMENT:**

(a) **TERMINATION BY THE CITY:** The City reserves the right to terminate this Agreement at any time, for any reason, by giving at least fifteen (15) days' notice in writing to Contractor. If this Agreement is terminated by the City as provided herein, Contractor shall be paid for the work performed prior to termination, less payment or compensation previously made. Contractor shall also provide the City all products or works related to this Project generated to date of termination.

(b) **TERMINATION BY THE CONTRACTOR:** The obligation to provide further services under this Agreement may be terminated by Contractor upon thirty (30) days' written notice. Such termination shall be based upon substantial lack of performance by the City under the terms and conditions of this Agreement when said substantial lack of performance is through no fault of Contractor. If this Agreement is terminated by Contractor, Contractor shall be paid for services rendered and for reimbursable expenses incurred to the date of such termination.

17. **NOTICES:** Any and all notices required to be given by either of the parties hereto, unless otherwise stated in this Agreement, shall be in writing and be deemed communicated when mailed in the United States mail, certified, return receipt requested, addressed as follows:

To CITY: Suzanne Frick
City Administrator
City of Ketchum, PO Box 2315
Ketchum, ID 83340

To CONTRACTOR: Danielle Weaver
CSHQA
200 Broad Street
Boise, ID 83702

18. **DISCRIMINATION PROHIBITED:** In performing the services required herein, Contractor agrees not to discriminate against any person on the basis of race, color, religion, sex, national origin or ancestry, age, or handicap. Violation of this section shall constitute a material breach of this Agreement and deemed grounds for cancellation, termination, or suspension of the Agreement by the City, in whole or in part, and may result in ineligibility for further work for the City.

19. **STANDARD OF SERVICE:** Contractor shall provide services as described in this Agreement. These services will be performed in accordance with generally accepted professional practices for the scope of this project. Contractor makes no other warranty either expressed or implied.

20. **INDEMNIFICATION:** CSHQA agrees to indemnify and hold the City of Ketchum harmless from and against all claims, suits, damages (including without limitation, damages to persons and property including deaths), costs, losses, and expenses, in any manner related to or arising from the acts or omissions of CSHQA, its managers, members, directors, officers, shareholders, agents and employees.

21. **NONWAIVER:** Failure of either party to exercise any of the rights under this Agreement or breach thereof shall not be deemed to be a waiver of such right or a waiver of any subsequent breach.

22. **APPLICABLE LAW:** Any dispute under this Agreement or related to this Agreement shall be decided in accordance with the laws of the state of Idaho.

23. **SEVERABILITY:** If any part of this Agreement is held unenforceable, the remaining portions of the Agreement will nevertheless remain in full force and effect.

24. **ATTORNEY FEES:** Should any litigation be commenced between the parties hereto concerning this Agreement, the prevailing party shall be entitled, in addition to any other relief as may be granted, to costs and reasonable Attorney fees as determined by a court of competent jurisdiction. This provision shall be deemed to be a separate contract between the parties and shall survive any default, termination, or forfeiture of this Agreement.

25. **EFFECTIVE DATE:** The effective date of this Agreement shall be the day this Agreement is signed by the City.

26. **SUCCESSORS IN INTEREST:** The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereby and their respective successors and assigns.

27. **CONFLICT OF INTEREST:** Contractor shall disclose any conflict of interest to the City that may arise or exists with any of Contractor's current or former employers, clients, contractors or the like, of or regarding any work, information, or data that may relate to any of the subject matter of the scope of work or not. In the event a conflict of interest is identified, Contractor shall immediately disclose the conflict and the City may, in its sole discretion, determine that this Agreement will terminate, or agree to measures to address the conflict and limit Contractor's scope of work to avoid the conflict. Failure to promptly disclose a conflict of interest constitutes Contractor's breach of this Agreement.

IN WITNESS WHEREOF, THE CITY and Contractor have executed this Agreement as of the effective date specified above.

CITY OF KETCHUM

CONTRACTOR

By: _____
Neil Bradshaw, Mayor

By: _____

DATE: _____

DATE: _____

ATTEST:

By: _____
Robin Crotty
City Clerk

DATE: _____



Revised June 10, 2020
June 9, 2020
June 8, 2020

Via E-mail: ggager@ketchumidaho.org

Mr. Grant Gager, Director of Finance City and Internal Services
City of Ketchum
480 East Avenue North
Ketchum, ID 83340

Re: Ketchum City Hall
480 East Avenue North
Ketchum, Idaho 83340
Project No. 20TBD.000
Proposal for Architectural Services

Dear Mr. Gager:

We are pleased to submit this proposal for architectural, interior design, engineering (structural, mechanical (plumbing and HVAC) and electrical), cost estimating, and LEED accreditation (or equivalent) services for the above-referenced project. Our services are based on the information provided in the original Request for Proposal (RFP) dated February 19, 2020, Addendum No. 1 and our subsequent ZOOM meetings on May 20, 2020 and June 6, 2020. This proposal is also based on the Client providing and/or being responsible for the following:

- As-built floor plans.
- Past programming and building standards information, if they exist.
- Any regulatory agency application and permit fees.

PROJECT UNDERSTANDING

Based on the RFP and subsequent conversations with you, it is our understanding that the project will include a renovation/remodel of a 15,575 s.f. three-story existing building to accommodate City Hall operations. The existing building is currently used as office space and will be vacated before construction begins. Anticipated uses include basement storage area; first and second floor City offices; and third floor-City Hall Chambers. Sustainability goals include LEED Certification with Certified as the target level. The City intends on engaging a CMGC (Construction Manager General Contractor) early in the design process. We also are aware that you may choose to proceed with a design-bid-build project delivery method.

SCOPE OF SERVICES

Our services shall be provided in one Task for **Phase One**: Task 01 – Programming, Survey and Conceptual Design. **Phase Two** shall consist of: Task 02 – Schematic Design, Task 03 – Design Development, Task 04 – Construction Documents, Task 05 – Construction Administration and Task 06 – Closeout Documentation. At this time, we are providing fees for **Phase One** only as clarifying the project scope and programming will better inform the services required for **Phase Two**.

Phase One

Task 01 – Programming, Survey and Conceptual Design

Architectural, Interior Design and Engineering Services

- Attend an in-person kick-off meeting with City Hall Stakeholders.
- Attend an in-person work session with City Hall Stakeholders charged with providing information related to City operations to determine preliminary space requirements, department breakdowns, adjacencies, desired office flow and space needs.
- Perform one (1) site visit of the existing City Hall tenant spaces to inventory furniture and equipment to be relocated to new building and verify storage needs.
- Perform one (1) site survey of the existing building located at 191 Fifth Street in Ketchum to verify visible architectural and engineering (mechanical (plumbing and HVAC), electrical and structural) conditions and systems, confirm ADA compliance, evaluate building envelope conditions, and confirm structural feasibility to locate City Hall Chambers on third floor.
- Construct base Revit model from Owner as-built drawings and A/E surveys.
- Prepare Preliminary Programming Worksheets and Test Fit Plans for the City Hall based on the initial work sessions. Programming Worksheets to include departments, rooms types, s.f. requirements, anticipated furniture and equipment, room adjacency notes and other special requirements.
- Prepare LEED checklist (options for certification levels).
- Attend up to three (3) virtual meetings with City Hall Stakeholders to review test fit plans and provide up to two (2) plan revisions.
- Coordinate with furniture vendor for workstation and furniture sizes and layouts as necessary.
- Prepare an opinion of probable cost based on the conceptual documents, building survey and program. Include options for location of City Council Chamber (third floor or first floor), and the escalation of cost to include LEED Certification and LEED Silver.
- Present final program and schematic programming plans to City Council for review and approval.

Deliverables shall include:

- Final Programming Space Needs Worksheets for City Hall.
- Final Programming Space Plans.
- Building Survey Report.
- Preliminary LEED Checklist (or equivalent report).

Mr. Grant Gager
Page 3
Revised June 10, 2020

- Opinion of Probable Cost.

Based on initial discussions with the Client, we anticipate a five-week programming process starting with a kick-off meeting on June 16, 2020. If the project timeline or scope is modified and our estimated programming amount is insufficient, we will contact you for further direction. An updated schedule with detailed milestones will follow.

We propose to provide Programming, Survey, and Conceptual Design services on a Fixed Fee basis of Thirty-One Thousand Two Hundred Eighty-Seven and no/100 Dollars (\$31,287.00) plus Reimbursable Expenses.

Reimbursable Expenses such as, but not limited to, travel, materials, supplies, and reproduction costs (plans, manuals, reports) will be compensated at cost, and mileage will be charged according to current government rates. Regulatory agency application and permit fees, if applicable, are not included in this proposal but can be paid on behalf of the Client as an additional Reimbursable Expense. Any additional tasks will be negotiated prior to proceeding with the services.

Phase Two – Schematic Design through Construction Administration services are not included in the above scope but may be contracted separately, as an Additional Task, upon Client request.

Upon your acceptance of this proposal letter, please provide a Contract for review-execution. If the services noted in this proposal are not contracted within thirty (30) days from the date of this letter, the proposal shall be subject to review and subsequent revisions.

We appreciate this opportunity and look forward to working with you on this project. If you have questions, please do not hesitate to call.

Sincerely,

CSHQA, Inc.



Danielle Weaver, AIA

DW:me



City Hall Remodel - Phase 1 Schedule					
Task	Time	Start Date	Finish Date	Duration	Comments
Kick-Off/Goal Setting & Visioning/Programming Work Sessions		16-Jun	18-Jun	3 Days	Three Day in-person worksession
-MTG #1: Kick-off Meeting	2:00 PM	16-Jun	16-Jun	1.5 – 2 hour MTG	Entire Stakeholder Group
-Work Session: Mayor/Admin	9:00 AM	17-Jun	17-Jun	4 hour MTG	CSHQA/Mayor/Admin
-Closeout MTG: Summary and bubble diagrams	3:00 PM	18-Jun	18-Jun	1.5 – 2 hour MTG	Small Group
Site Visit/Survey		17-Jun	17-Jun	2 Days	CSHQA
-Review of Current Building	2:00 PM	17-Jun	17-Jun	3 hours	CSHQA/Stakeholders
-Review of Relocated Building	8:00 AM	18-Jun	18-Jun	6 hours	CSHQA
Create Programming Document		22-Jun	24-Jun	3 Days	CSHQA w/follow up questions to city
Create Concept Plans		25-Jun	30-Jun	4 Days	CSHQA creates plan/City reviews program
Concept Plan Review & Comment		1-Jul	6-Jul	3 Days	City Stakeholders
Update Concept Floor Plans		7-Jul	10-Jul	4 Days	CSHQA updates for city review/approval
Final Presentation		10-Jul	10-Jul	1 Day	Deliver Council presentation to city
Staff Review/Council Meeting Preparation		13-Jul	17-Jul	5 Days	Staff Review of Programming Documents
City Council Presentation		20-Jul	20-Jul	1 Day	In-Person Presentation
Contract Approval for Phase Two		20-Jul	20-Jul	1 Day	



City of Ketchum

June 15, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Hold a Public Hearing and Approve the Parkway Drive Easement Relocation Lot Line Shift

Recommendation and Summary

Staff recommends the Ketchum City Council hold a public hearing and approve the Parkway Drive Easement Relocation Lot Line Shift initiated by the City of Ketchum, proposed in conjunction with the two affected private property owners, and submitted by Sean Flynn PE of Galena Engineering on behalf of the city.

Recommended Motion: "I move to approve the Parkway Drive Easement Relocation Lot Line Shift application."

The reasons for the recommendation are as follows:

- The relocated public access easement is more welcoming to the public (will be located further from the existing residence located at 233 Parkway) and will be more accessible (grade is less steep).
- Staff worked with the owners of the two subject properties to select the location of the relocated easement. The City will clear the new easement of brush and install fencing and signage so that the new easement is easily identifiable.
- The request meets all applicable standards for a Readjustment of Lot Lines and easement relocation contained in Ketchum Municipal Code's Subdivision (Title 16) regulations; detailed draft Findings of Fact, Conclusions of Law, and Decision are attached.
- All city departments have reviewed this proposal and no departments have concerns with this action.

Analysis

For years, the community has accessed the Bigwood River from Parkway Drive through a public access easement at 233 Parkway Drive. This public access was not clearly delineated and was disputed by the adjacent property owners. The city conducted a survey to determine the exact location of the public easement in relation to the existing pathway. The survey determined the easement location was not consistent with the placement of public pathway. The easement was on two properties and actually went through the private residence that was constructed at 233 Parkway Drive in 1974. The existing pathway was not located within the easement. City staff and the property owners agreed to establish a new easement location for public access to the Bigwood River.

The owners of the two subject properties have agreed to a Lot Line Shift to transfer a portion of Lot1A, Block 1, Smiles Subdivision to 233 Parkway Drive and to relocate the public access easement centered on the new property line. The new easement will be 6' in width, consistent with other public access easements in city limits. The easement will be clearly marked as public access. The city will fence and improve the easement in a similar manner as other river access easements in the city.

Additionally, existing fisherman's and public access easements that are parallel to each lot's rear property line will remain in place. Per requirements of the subdivision code 25' scenic easements have also been added to the rear of each property consistent with KMC §16.04.040.J.4.

Financial Impact

None

Attachments

- A. Preliminary Plat
- B. Public comment
- C. Draft Findings of Fact, Conclusions of Law, and Decision

Attachment A.
Preliminary Plat

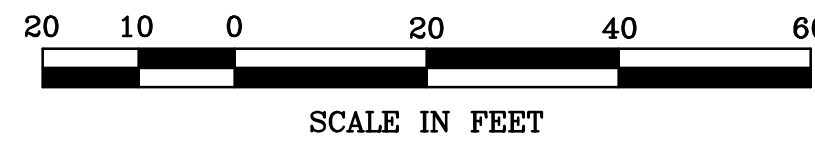
A PRELIMINARY PLAT SHOWING LOT 1A, BLOCK 1, SMILES SUBDIVISION & REVISED TAX LOT 7550

LOCATED WITHIN SECTION 13, T.4 N., R.17 E., B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO

WHEREIN THE BOUNDARY BETWEEN LOT 1, BLOCK 1, SMILES SUBDIVISION AND TAX LOT 7550 IS SHIFTED, AND THE EXISTING PUBLIC ACCESS EASEMENT IS RECONFIGURED

SCALE: 1" = 20'

JUNE 2020



LEGEND

- Property Line
- Proposed Lot Line
- Adjoiner's Lot Line
- Previous Lot Lines (see referenced plats)
- Easement to be vacated hereon
- Proposed Public Access Easement
- Existing Easement, type and width as shown
- Proposed 25' Scenic Easement (see note 8)
- Proposed 10' Fisherman's Access & Nature Study Easement (see note 6)
- Mean High Water (05/2020 by Sawtooth Environmental Consultants)
- Riparian Setback (see note 9)
- Riprap Location
- 2010 FEMA Floodway Line
- 2010 FEMA Floodplain Line
- Building Envelope with Minimum Side Yard Setback Shown (see note 2)
- Survey Tie Line
- GIS Tie Line
- 1' Contour Line per 2017 LIDAR data
- Found 1/2" Rebar
- Found 5/8" Rebar
- Found Aluminum Cap on 5/8" Rebar
- Calculated Point (Nothing Set)
- Set 5/8" Rebar, P.L.S. 16670
- Record Bearing & Distance, Record of Survey, Instrument Number 265531
- Record Bearing & Distance, Smiles Subdivision, Instrument Number 593718
- Record Bearing & Distance, Park Wood Subdivision, Instrument Number 136388

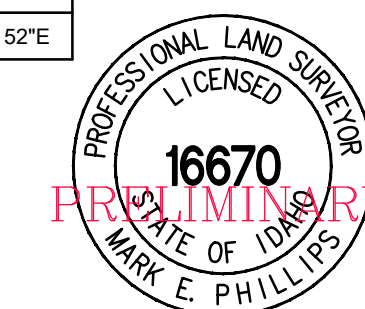
SURVEY NARRATIVE & NOTES

1. The purpose of this survey is to show the monuments found and set during the boundary retracement of Lot 1, Block 1, Smiles Subdivision, Instrument Number 593718, records of Blaine County, Idaho, and Tax Lot 7550, shift the lot line between the two properties as shown, vacate the easement as shown hereon and create new easements as shown hereon. The Boundary shown is based on found lot corner monuments, Park Wood Subdivision, Instrument Number 136388, records of Blaine County, Idaho, and above referenced plat. All found monuments have been accepted. The monument at (1) was reset at the previously gathered location, based on field work performed for an Intermountain Gas survey, Instrument Number 665578, records of Blaine County, Idaho. The additional survey used in the course of this survey include the Record of Survey for Park Wood Subd., Lot 13, Amended, Instrument Number 421340, records of Blaine County, Idaho. Refer to the Easements, Plat Notes, Conditions, Covenants, and Restrictions on the above listed plats.
2. The Building Envelope Setbacks shown hereon are the minimum required setbacks based on the current zoning and overlay district. Side yard setbacks are based on Building height, being 1' setback for 2' of building height, with a 35' building height maximum.
3. The current zoning is Limited Residential, with Floodplain Overlay. Refer to the City of Ketchum Zoning Ordinance for more information about this zone and overlay district.
4. The owners/line line shift applicants are Smiles Riverhouse, LLC, C/O Mike Marlow, 1015 S Harbor Blvd., Oxnard, CA 93035, and Michelle & Jefferson E Bruner, PO Box 1891, Ketchum, ID 83340. The Surveyor/representative is Mark E. Phillips, Galena Engineering, Inc., 317 N River St., Hailey, ID 83333.
5. Floodplain, Floodway and Mean High Water Lines shown hereon are subject to change. Mean High Water Line shown is from survey data gathered on 05/2019.
6. A 10' Fisherman's Access & Nature Study easement exists for the public as shown hereon per the original plat of Smiles Subdivision.
7. The Floodplain area designated on this plat is considered by the owner, the City of Ketchum, and Galena Engineering, Inc., as reasonable for regulatory purposes. However, neither the owner, the City of Ketchum, nor Galena Engineering, Inc., represents, guarantees, warrants, or implies that areas outside the designated floodplain area are safe and free from floods or flood damage. Sheet flooding can and will occur and flooding may extend beyond the floodplain boundary lines identified hereon. Flood information is from Map Number 16013C0461E, dated Nov. 26, 2010, by FEMA.
8. All subdivisions which border on the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a twenty five foot (25') scenic easement upon which no permanent structure shall be built in order to protect the natural vegetation and wildlife along the riverbank and to protect structures from damage or loss due to riverbank erosion.
9. The Mean High Water Line shown hereon is per a delineation by Sawtooth Environmental Consultants in May of 2020. This line, and the associated 25' Riparian Setback, do not fall upon this subdivision except for a small piece at the southern end. No structures are permitted within this setback, riparian vegetation shall be maintained in its natural state for the protection and stabilization of the river bank, and removal of trees or other vegetation shall be considered as part of the function of the City of Ketchum Design Review process.

Curve Table						
Curve	Length	Radius	Delta	Tangent	Chord	Chord Direction
C1	68.30'	135.45'	28° 53' 34"	34.89'	67.58'	S14° 45' 38"W
C2	6.39'	135.45'	2° 42' 06"	3.19'	6.39'	S00° 39' 11"E
C3	66.09'	135.45'	27° 57' 15"	33.71'	65.43'	S15° 58' 52"E

CERTIFICATE OF SURVEYOR

I hereby certify that I am a Registered Land Surveyor in the State of Idaho and that this map is a true and accurate representation of a survey done under my direct supervision.



MARK E. PHILLIPS, P.L.S. 16670

LOT 1A, BLOCK 1, SMILES
SUBDIVISION & REVISED TAX
LOT 7550

GALENA ENGINEERING, INC.
HAILEY, IDAHO

SHEET 1 OF 2
Job No. 1318-180

HEALTH CERTIFICATE: Sanitary restrictions as required by Idaho Code Title 50, Ch. 13, have been satisfied. Sanitary restrictions may be reimposed in accordance with Idaho Code Title 50, Ch. 13, Sec. 50-1326, by issuance of a Certificate of Disapproval.

Date _____ South Central Public Health District

Attachment B.

Public comment

From: J Griffith <jjgrif@gmail.com>
Date: June 3, 2020 at 4:49:10 PM MDT
To: Participate <participate@ketchumidaho.org>
Subject: Parkway Drive Public River Access

The Parkway Drive River Access Easement Relocation is an excellent plan. A win win for everyone and it should be approved.

John and Jineen Griffith
224 Parkway Dr.

Attachment C.

Draft Findings of Fact, Conclusions of Law, and Decision



City of Ketchum
Planning & Building

IN RE:)	
)	
Parkway Drive Easement Relocation and LLS)	KETCHUM CITY COUNCIL
Lot Line Shift)	FINDINGS OF FACT, CONCLUSIONS OF LAW, AND
Date: February 3, 2020)	DECISION
)	
File Number: P20-009)	

Findings Regarding Application Filed

PROJECT: Parkway Drive Easement Relocation and Lot Line Shift

APPLICATION TYPE: Lot Line Shift (readjustment of lot lines)

FILE NUMBER: P20-036

ASSOCIATED PERMITS: None

OWNERS: Smiles Riverhouse LLS (Lot 1A, Block 1, Smiles Subdivision) and Jeff and Michelle Bruner (FR Lot 13, Park Wood Sub, Revised Tax Lot 7550)

APPLICANT: City of Ketchum

REPRESENTATIVE: Sean Flynn PE, Galena Engineering

REQUEST: Readjust the shared property line between the two subject properties and relocate the public access easement to be centered on the shared property line

LOCATION: 233 Parkway Drive (FR Lot 13, Park Wood Sub, Revised Tax Lot 7550) and Lot 1A, Block 1, Smiles Subdivision (unaddressed)

NOTICE: A public hearing notice was mailed to all property owners within 300 ft of the development site and political subdivisions on May 27, 2020. The public hearing notice was published in the Idaho Mountain Express on May 27, 2020.

ZONING: LR (Limited Residential)

OVERLAY: Floodplain

Findings Regarding Associated Development Applications

The subject properties, 233 Parkway Drive (FR Lot 13, Park Wood Sub, Revised Tax Lot 7550) and Lot 1A, Block 1, Smiles Subdivision (unaddressed) are located on the north side of Parkway Drive at the street’s western terminus. An existing public access easement, providing access from Parkway Drive to the Big wood River, traverses both properties. The Lot Line Shift application, initiated by the City of Ketchum and proposed in

collaboration with the private property owners, relocates the access easement to a relocated interior lot line shared by both properties. The new access easement is six feet (6') in width and centered on the shared property line.

Findings Regarding City Department Comments

All City Department standards reviewed the application. No city departments have concerns with the lot line shift or easement relocation.

Findings Regarding Readjustment of Lot Lines (KMC§16.04.060)

All land subdivisions in the City of Ketchum are subject to the standards contained in Ketchum, Municipal Code, Title 16, Subdivision. Many standards are related to the design and construction of multiple new lots that will form new blocks and infrastructure, such as streets that will be dedicated to and maintained by the City. As conditioned, the request to subdivide meets all applicable standards for Condominiums Preliminary Plats contained in Ketchum Municipal Code's Subdivision (Title 16) and Zoning (Title 17) regulations.

Table 1: Findings Regarding Final Plat Requirements

Final Plat Requirements				
Compliant			Standards and Staff Comments	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K	<p>Contents Of Final Plat: The final plat shall be drawn at such a scale and contain such lettering as to enable same to be placed upon sheets of eighteen inch by twenty four inch (18" x 24") Mylar paper with no part of the drawing nearer to the edge than one-half inch (1/2"), and shall be in conformance with the provisions of title 50, chapter 13, Idaho Code. The reverse side of such sheet shall not be used for any portion of the drawing, but may contain written matter as to dedications, certificates, signatures, and other information. The contents of the final plat shall include all items required under title 50, chapter 13, Idaho Code, and also shall include the following:</p> <p><i>Staff Comments</i> The mylar paper shall be prepared following Ketchum City Council review and approval of the Final Plat application and shall meet these standards.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.1	<p>Point of beginning of subdivision description tied to at least two (2) governmental survey corners, or in lieu of government survey corners, to monuments recognized by the city engineer.</p> <p><i>Staff Comments</i> This standard has been met.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.2	<p>Location and description of monuments.</p> <p><i>Staff Comments</i> This standard has been met.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.3	<p>Tract boundary lines, property lines, lot lines, street right of way lines and centerlines, other rights of way and easement lines, building envelopes as required on the preliminary plat, lot area of each lot, boundaries of floodplain and floodway and avalanche district, all with bearings, accurate dimensions in feet and decimals, in degrees and minutes and radii, arcs, central angles, tangents and chord lengths of all curves to the above accuracy.</p> <p><i>Staff Comments</i> This standard has been met.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.4	<p>Names and locations of all adjoining subdivisions.</p> <p><i>Staff Comments</i> The adjacent Park Wood subdivision is indicated.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.5	<p>Name and right of way width of each street and other public rights of way.</p> <p><i>Staff Comments</i> This standard has been met.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.6	<p>Location, dimension and purpose of all easements, public or private.</p>

				<i>This standard has been met. The 25' Scenic Easement, 6' access easement, public utilities easement, 10' fisherman's access and nature study easement, and 20' public access easement per the original Park Wood Subdivision plat are all indicated.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.K.7	The blocks numbered consecutively throughout each block. <i>This standard does not apply as no new blocks are proposed.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.K.8	The outline of any property, other than a street, alley or easement, which is offered for dedication to public use, fully dimensioned by distances and bearings with the area marked "Dedicated to the City of Ketchum for Public Use", together with any other descriptive language with regard to the precise nature of the use of the land so dedicated. <i>N/A as no dedications of this type have been proposed.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.9	The title, which shall include the name of the subdivision, the name of the city, if appropriate, county and state, and the location and description of the subdivision referenced to section, township, range. <i>This standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.10	Scale, north arrow and date. <i>This standard has been met.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.11	Location, width, and names of all existing or dedicated streets and other public ways within or adjacent to the proposed subdivision <i>This standard has been met, the adjacent existing street is Parkway Drive.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.K.12	A provision in the owner's certificate referencing the county recorder's instrument number where the condominium declaration(s) and/or articles of incorporation of homeowners' association governing the subdivision are recorded. <i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.13	Certificate by registered engineer or surveyor preparing the map certifying to the accuracy of surveying plat. <i>As conditioned (condition #6), this standard will be met prior to recordation of the Final Plat. The signature block page shall include the surveyor's certification.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.14	A current title report of all property contained within the plat. <i>This standard has been met. A title report and warranty deed were submitted for both properties.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.15	Certification of owner(s) of record and all holders of security interest(s) of record with regard to such property. <i>As conditioned (condition #6), this standard will be met prior to recordation of the Final Plat. The signature block page shall include a certificate of ownership and associated acknowledgement from all owners and holders of security interest with regard to the subject property, which shall be signed following Ketchum City Council review and approval of the application and prior to recordation of the Final Plat.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.16	Certification and signature of engineer (surveyor) verifying that the subdivision and design standards meet all city requirements. <i>As conditioned (condition #6), this standard will be met prior to recordation of the Final Plat. The signature block page shall include the certification and signature of the surveyor verifying that the subdivision and design standards meet all City requirements.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.17	Certification and signature of the city engineer verifying that the subdivision and design standards meet all city requirements. <i>As conditioned (condition #6), this standard will be met prior to recordation of the Final Plat. The signature block page shall include the City Engineer's approval and verification that the subdivision and design standards meet all City requirements.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.K.18	Certification and signature of the city clerk of the city of Ketchum verifying that the subdivision has been approved by the council. <i>As conditioned (condition #6), this standard will be met prior to recordation of the Final Plat. The signature block page shall include the certification and signature of the City Clerk verifying the subdivision has been approved by City Council.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.K.19	Notation of any additional restrictions imposed by the council on the development of such subdivision to provide for the public health, safety and welfare.

				<i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.L	<p>Final Plat Copies: Both a hard copy and a digital copy of the final plat shall be filed with the administrator prior to being placed upon the Council's agenda. A digital copy of the final plat as approved by the council and signed by the city clerk shall be filed with the administrator and retained by the city. The Applicant shall also provide the city with a digital copy of the recorded document with its assigned legal instrument number.</p> <p><i>This standard has been met.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.A	<p>Required Improvements: The improvements set forth in this section shall be shown on the preliminary plat and installed prior to approval of the final plat. Construction design plans shall be submitted and approved by the city engineer. All such improvements shall be in accordance with the comprehensive plan and constructed in compliance with construction standard specifications adopted by the city.</p> <p><i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.B	<p>Improvement Plans: Prior to approval of final plat by the Council, the subdivider shall file two (2) copies with the city engineer, and the city engineer shall approve construction plans for all improvements required in the proposed subdivision. Such plans shall be prepared by a civil engineer licensed in the state.</p> <p><i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.C	<p>Performance Bond: Prior to final plat approval, the subdivider shall have previously constructed all required improvements and secured a certificate of completion from the city engineer. However, in cases where the required improvements cannot be constructed due to weather, factors beyond the control of the subdivider, or other conditions as determined acceptable at the sole discretion of the city, the city council may accept, in lieu of any or all of the required improvements, a performance bond filed with the city clerk to ensure actual construction of the required improvements as submitted and approved. Such performance bond shall be issued in an amount not less than one hundred fifty percent (150%) of the estimated costs of improvements as determined by the city engineer. In the event the improvements are not constructed within the time allowed by the city council (which shall be two years or less, depending upon the individual circumstances), the council may order the improvements installed at the expense of the subdivider and the surety. In the event the cost of installing the required improvements exceeds the amount of the bond, the subdivider shall be liable to the city for additional costs. The amount that the cost of installing the required improvements exceeds the amount of the performance bond shall automatically become a lien upon any and all property within the subdivision owned by the owner and/or subdivider.</p> <p><i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.D	<p>As Built Drawing: Prior to acceptance by the city council of any improvements installed by the subdivider, two (2) sets of as built plans and specifications, certified by the subdivider's engineer, shall be filed with the city engineer. Within ten (10) days after completion of improvements and submission of as built drawings, the city engineer shall certify the completion of the improvements and the acceptance of the improvements, and shall submit a copy of such certification to the administrator and the subdivider. If a performance bond has been filed, the administrator shall forward a copy of the certification to the city clerk. Thereafter, the city clerk shall release the performance bond upon application by the subdivider.</p> <p><i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i></p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.E	<p>Monumentation: Following completion of construction of the required improvements and prior to certification of completion by the city engineer, certain land survey monuments shall be reset or verified by the subdivider's engineer or surveyor to still be in place. These monuments shall have the size, shape, and type of material as shown on the subdivision plat. The monuments shall be located as follows:</p> <ol style="list-style-type: none"> 1. All angle points in the exterior boundary of the plat.

				<p>2. All street intersections, points within and adjacent to the final plat.</p> <p>3. All street corner lines ending at boundary line of final plat.</p> <p>4. All angle points and points of curves on all streets.</p> <p>5. The point of beginning of the subdivision plat description.</p>
				<i>The applicant shall meet the required monumentation standards prior to recordation of the Final Plat.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.F	<p>Lot Requirements:</p> <p>1. Lot size, width, depth, shape and orientation and minimum building setback lines shall be in compliance with the zoning district in which the property is located and compatible with the location of the subdivision and the type of development, and preserve solar access to adjacent properties and buildings.</p> <p>2. Whenever a proposed subdivision contains lot(s), in whole or in part, within the floodplain, or which contains land with a slope in excess of twenty five percent (25%), based upon natural contours, or creates corner lots at the intersection of two (2) or more streets, building envelopes shall be shown for the lot(s) so affected on the preliminary and final plats. The building envelopes shall be located in a manner designed to promote harmonious development of structures, minimize congestion of structures, and provide open space and solar access for each lot and structure. Also, building envelopes shall be located to promote access to the lots and maintenance of public utilities, to minimize cut and fill for roads and building foundations, and minimize adverse impact upon environment, watercourses and topographical features. Structures may only be built on buildable lots. Lots shall only be created that meet the definition of "lot, buildable" in section 16.04.020 of this chapter. Building envelopes shall be established outside of hillsides of twenty five percent (25%) and greater and outside of the floodway. A waiver to this standard may only be considered for the following:</p> <p style="padding-left: 40px;">a. For lot line shifts of parcels that are entirely within slopes of twenty five percent (25%) or greater to create a reasonable building envelope, and mountain overlay design review standards and all other city requirements are met.</p> <p style="padding-left: 40px;">b. For small, isolated pockets of twenty five percent (25%) or greater that are found to be in compliance with the purposes and standards of the mountain overlay district and this section.</p> <p>3. Corner lots outside of the original Ketchum Townsite shall have a property line curve or corner of a minimum radius of twenty five feet (25') unless a longer radius is required to serve an existing or future use.</p> <p>4. Side lot lines shall be within twenty degrees (20°) to a right angle or radial line to the street line.</p> <p>5. Double frontage lots shall not be created. A planting strip shall be provided along the boundary line of lots adjacent to arterial streets or incompatible zoning districts.</p> <p>6. Every lot in a subdivision shall have a minimum of twenty feet (20') of frontage on a dedicated public street or legal access via an easement of twenty feet (20') or greater in width. Easement shall be recorded in the office of the Blaine County recorder prior to or in conjunction with recordation of the final plat. Minimum lot sizes in all cases shall be reversed frontage lot(s).</p>
				<i>Standard #2 has been met, building envelopes are indicated on the plat because the subject properties contain floodplain. Standards #1 and #3-6 are not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.G	<p>G. Block Requirements: The length, width and shape of blocks within a proposed subdivision shall conform to the following requirements:</p> <p>1. No block shall be longer than one thousand two hundred feet (1,200'), nor less than four hundred feet (400') between the street intersections, and shall have sufficient depth to provide for two (2) tiers of lots.</p> <p>2. Blocks shall be laid out in such a manner as to comply with the lot requirements.</p> <p>3. The layout of blocks shall take into consideration the natural topography of the land to promote access within the subdivision and minimize cuts and fills for roads and minimize adverse impact on environment, watercourses and topographical features.</p> <p>4. Except in the original Ketchum Townsite, corner lots shall contain a building envelope outside of a seventy five foot (75') radius from the intersection of the streets.</p>
				<i>This application does not create a new block. This requirement is not applicable.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H	Street Improvement Requirements:

			<ol style="list-style-type: none"> 1. The arrangement, character, extent, width, grade and location of all streets put in the proposed subdivision shall conform to the comprehensive plan and shall be considered in their relation to existing and planned streets, topography, public convenience and safety, and the proposed uses of the land; 2. All streets shall be constructed to meet or exceed the criteria and standards set forth in chapter 12.04 of this code, and all other applicable ordinances, resolutions or regulations of the city or any other governmental entity having jurisdiction, now existing or adopted, amended or codified; 3. Where a subdivision abuts or contains an existing or proposed arterial street, railroad or limited access highway right of way, the council may require a frontage street, planting strip, or similar design features; 4. Streets may be required to provide access to adjoining lands and provide proper traffic circulation through existing or future neighborhoods; 5. Street grades shall not be less than three-tenths percent (0.3%) and not more than seven percent (7%) so as to provide safe movement of traffic and emergency vehicles in all weather and to provide for adequate drainage and snow plowing; 6. In general, partial dedications shall not be permitted, however, the council may accept a partial street dedication when such a street forms a boundary of the proposed subdivision and is deemed necessary for the orderly development of the neighborhood, and provided the council finds it practical to require the dedication of the remainder of the right of way when the adjoining property is subdivided. When a partial street exists adjoining the proposed subdivision, the remainder of the right of way shall be dedicated; 7. Dead end streets may be permitted only when such street terminates at the boundary of a subdivision and is necessary for the development of the subdivision or the future development of the adjacent property. When such a dead end street serves more than two (2) lots, a temporary turnaround easement shall be provided, which easement shall revert to the adjacent lots when the street is extended; 8. A cul-de-sac, court or similar type street shall be permitted only when necessary to the development of the subdivision, and provided, that no such street shall have a maximum length greater than four hundred feet (400') from entrance to center of turnaround, and all cul-de-sacs shall have a minimum turnaround radius of sixty feet (60') at the property line and not less than forty five feet (45') at the curb line; 9. Streets shall be planned to intersect as nearly as possible at right angles, but in no event at less than seventy degrees (70°); 10. Where any street deflects an angle of ten degrees (10°) or more, a connecting curve shall be required having a minimum centerline radius of three hundred feet (300') for arterial and collector streets, and one hundred twenty five feet (125') for minor streets; 11. Streets with centerline offsets of less than one hundred twenty five feet (125') shall be prohibited; 12. A tangent of at least one hundred feet (100') long shall be introduced between reverse curves on arterial and collector streets; 13. Proposed streets which are a continuation of an existing street shall be given the same names as the existing street. All new street names shall not duplicate or be confused with the names of existing streets within Blaine County, Idaho. The subdivider shall obtain approval of all street names within the proposed subdivision from the County Assessor's office before submitting same to council for preliminary plat approval; 14. Street alignment design shall follow natural terrain contours to result in safe streets, usable lots, and minimum cuts and fills; 15. Street patterns of residential areas shall be designed to create areas free of through traffic, but readily accessible to adjacent collector and arterial streets; 16. Reserve planting strips controlling access to public streets shall be permitted under conditions specified and shown on the final plat, and all landscaping and irrigation systems shall be installed as required improvements by the subdivider; 17. In general, the centerline of a street shall coincide with the centerline of the street right of way, and all crosswalk markings shall be installed by the subdivider as a required improvement; 18. Street lighting shall be required consistent with adopted city standards and where designated shall be installed by the subdivider as a requirement improvement; 19. Private streets may be allowed upon recommendation by the commission and approval by the Council. Private streets shall be constructed to meet the design standards specified in subsection H2 of this section and chapter 12.04 of this code;
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				<p>20. Street signs shall be installed by the subdivider as a required improvement of a type and design approved by the Administrator and shall be consistent with the type and design of existing street signs elsewhere in the City;</p> <p>21. Whenever a proposed subdivision requires construction of a new bridge, or will create substantial additional traffic which will require construction of a new bridge or improvement of an existing bridge, such construction or improvement shall be a required improvement by the subdivider. Such construction or improvement shall be in accordance with adopted standard specifications;</p> <p>22. Sidewalks, curbs and gutters shall be required consistent with adopted city standards and where designated shall be a required improvement installed by the subdivider;</p> <p>23. Gates are prohibited on private roads and parking access/entranceways, private driveways accessing more than one single-family dwelling unit and one accessory dwelling unit, and public rights-of-way unless approved by the City Council; and</p> <p>24. No new public or private streets or flag lots associated with a proposed subdivision (land, planned unit development, townhouse, condominium) are permitted to be developed on parcels within the Avalanche Zone.</p>
				<i>This standard is not applicable. This proposal does not create new street, private road, or bridge. Further, sidewalks, curb, and gutter are not required in this zoning district, LR.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.I	<p>Alley Improvement Requirements: Alleys shall be provided in, commercial and light industrial zoning districts. The width of an alley shall be not less than twenty feet (20'). Alley intersections and sharp changes in alignment shall be avoided, but where necessary, corners shall be provided to permit safe vehicular movement. Dead end alleys shall be permitted only within the original Ketchum Townsite and only after due consideration of the interests of the owners of property adjacent to the dead-end alley including, but not limited to, the provision of fire protection, snow removal and trash collection services to such properties. Improvement of alleys shall be done by the subdivider as required improvement and in conformance with design standards specified in subsection H2 of this section.</p>
				<i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement. Further, alleys are not required in the LR zoning district.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.J	<p>Required Easements: Easements, as set forth in this subsection, shall be required for location of utilities and other public services, to provide adequate pedestrian circulation and access to public waterways and lands.</p> <p>1. A public utility easement at least ten feet (10') in width shall be required within the street right-of-way boundaries of all private streets. A public utility easement at least five feet (5') in width shall be required within property boundaries adjacent to Warm Springs Road and within any other property boundary as determined by the City Engineer to be necessary for the provision of adequate public utilities.</p> <p>2. Where a subdivision contains or borders on a watercourse, drainageway, channel or stream, an easement shall be required of sufficient width to contain such watercourse and provide access for private maintenance and/or reconstruction of such watercourse.</p> <p>3. All subdivisions which border the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a ten foot (10') fish and nature study easement along the riverbank. Furthermore, the Council shall require, in appropriate areas, an easement providing access through the subdivision to the bank as a sportsman's access. These easement requirements are minimum standards, and in appropriate cases where a subdivision abuts a portion of the river adjacent to an existing pedestrian easement, the Council may require an extension of that easement along the portion of the riverbank which runs through the proposed subdivision.</p> <p>4. All subdivisions which border on the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a twenty five foot (25') scenic easement upon which no permanent structure shall be built in order to protect the natural vegetation and wildlife along the riverbank and to protect structures from damage or loss due to riverbank erosion.</p> <p>5. No ditch, pipe or structure for irrigation water or irrigation wastewater shall be constructed, rerouted or changed in the course of planning for or constructing required improvements within a proposed subdivision unless same has first been approved in writing by the ditch</p>

				<p>company or property owner holding the water rights. A written copy of such approval shall be filed as part of required improvement construction plans.</p> <p>6. Nonvehicular transportation system easements including pedestrian walkways, bike paths, equestrian paths, and similar easements shall be dedicated by the subdivider to provide an adequate nonvehicular transportation system throughout the City.</p>
				<p><i>This standard has been met. The 25' Scenic Easement, 6' access easement, public utilities easement, 10' fisherman's access and nature study easement, and 20' public access easement per the original Park Wood Subdivision plat are all indicated.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.K	<p>Sanitary Sewage Disposal Improvements: Central sanitary sewer systems shall be installed in all subdivisions and connected to the Ketchum sewage treatment system as a required improvement by the subdivider. Construction plans and specifications for central sanitary sewer extension shall be prepared by the subdivider and approved by the City Engineer, Council and Idaho Health Department prior to final plat approval. In the event that the sanitary sewage system of a subdivision cannot connect to the existing public sewage system, alternative provisions for sewage disposal in accordance with the requirements of the Idaho Department of Health and the Council may be constructed on a temporary basis until such time as connection to the public sewage system is possible. In considering such alternative provisions, the Council may require an increase in the minimum lot size and may impose any other reasonable requirements which it deems necessary to protect public health, safety and welfare.</p>
				<p><i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.L	<p>Water System Improvements: A central domestic water distribution system shall be installed in all subdivisions by the subdivider as a required improvement. The subdivider shall also be required to locate and install an adequate number of fire hydrants within the proposed subdivision according to specifications and requirements of the City under the supervision of the Ketchum Fire Department and other regulatory agencies having jurisdiction. Furthermore, the central water system shall have sufficient flow for domestic use and adequate fire flow. All such water systems installed shall be looped extensions, and no dead end systems shall be permitted. All water systems shall be connected to the Municipal water system and shall meet the standards of the following agencies: Idaho Department of Public Health, Idaho Survey and Rating Bureau, District Sanitarian, Idaho State Public Utilities Commission, Idaho Department of Reclamation, and all requirements of the City.</p>
				<p><i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.M	<p>Planting Strip Improvements: Planting strips shall be required improvements. When a predominantly residential subdivision is proposed for land adjoining incompatible uses or features such as highways, railroads, commercial or light industrial districts or off street parking areas, the subdivider shall provide planting strips to screen the view of such incompatible features. The subdivider shall submit a landscaping plan for such planting strip with the preliminary plat application, and the landscaping shall be a required improvement.</p>
				<p><i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.N	<p>Cuts, Fills, And Grading Improvements: Proposed subdivisions shall be carefully planned to be compatible with natural topography, soil conditions, geology and hydrology of the site, as well as to minimize cuts, fills, alterations of topography, streams, drainage channels, and disruption of soils and vegetation. The design criteria shall include the following:</p> <ol style="list-style-type: none"> 1. A preliminary soil report prepared by a qualified engineer may be required by the commission and/or Council as part of the preliminary plat application. 2. Preliminary grading plan prepared by a civil engineer shall be submitted as part of all preliminary plat applications. Such plan shall contain the following information: <ol style="list-style-type: none"> a. Proposed contours at a maximum of five foot (5') contour intervals. b. Cut and fill banks in pad elevations. c. Drainage patterns. d. Areas where trees and/or natural vegetation will be preserved. e. Location of all street and utility improvements including driveways to building envelopes.

				<p>f. Any other information which may reasonably be required by the Administrator, commission or Council to adequately review the affect of the proposed improvements.</p> <p>3. Grading shall be designed to blend with natural landforms and to minimize the necessity of padding or terracing of building sites, excavation for foundations, and minimize the necessity of cuts and fills for streets and driveways.</p> <p>4. Areas within a subdivision which are not well suited for development because of existing soil conditions, steepness of slope, geology or hydrology shall be allocated for open space for the benefit of future property owners within the subdivision.</p> <p>5. Where existing soils and vegetation are disrupted by subdivision development, provision shall be made by the subdivider for revegetation of disturbed areas with perennial vegetation sufficient to stabilize the soil upon completion of the construction. Until such times as such revegetation has been installed and established, the subdivider shall maintain and protect all disturbed surfaces from erosion.</p> <p>6. Where cuts, fills, or other excavations are necessary, the following development standards shall apply:</p> <p>a. Fill areas shall be prepared by removing all organic material detrimental to proper compaction for soil stability.</p> <p>b. Fills shall be compacted to at least ninety five percent (95%) of maximum density as determined by AASHO T99 (American Association of State Highway Officials) and ASTM D698 (American Standard Testing Methods).</p> <p>c. Cut slopes shall be no steeper than two horizontal to one vertical (2:1). Subsurface drainage shall be provided as necessary for stability.</p> <p>d. Fill slopes shall be no steeper than three horizontal to one vertical (3:1). Neither cut nor fill slopes shall be located on natural slopes of three to one (3:1) or steeper, or where fill slope toes out within twelve feet (12') horizontally of the top and existing or planned cut slope.</p> <p>e. Toes of cut and fill slopes shall be set back from property boundaries a distance of three feet (3'), plus one-fifth (1/5) of the height of the cut or the fill, but may not exceed a horizontal distance of ten feet (10'); tops and toes of cut and fill slopes shall be set back from structures at a distance of at least six feet (6'), plus one-fifth (1/5) of the height of the cut or the fill. Additional setback distances shall be provided as necessary to accommodate drainage features and drainage structures.</p>
				<i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement. No cuts, fills, or grading are required to improve the relocated public access easement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.O	<p>Drainage Improvements: The subdivider shall submit with the preliminary plat application such maps, profiles, and other data prepared by an engineer to indicate the proper drainage of the surface water to natural drainage courses or storm drains, existing or proposed. The location and width of the natural drainage courses shall be shown as an easement common to all owners within the subdivision and the City on the preliminary and final plat. All natural drainage courses shall be left undisturbed or be improved in a manner that will increase the operating efficiency of the channel without overloading its capacity. An adequate storm and surface drainage system shall be a required improvement in all subdivisions and shall be installed by the subdivider. Culverts shall be required where all water or drainage courses intersect with streets, driveways or improved public easements and shall extend across and under the entire improved width including shoulders.</p>
				<i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.P	<p>Utilities: In addition to the terms mentioned in this section, all utilities including, but not limited to, electricity, natural gas, telephone and cable services shall be installed underground as a required improvement by the subdivider. Adequate provision for expansion of such services within the subdivision or to adjacent lands including installation of conduit pipe across and underneath streets shall be installed by the subdivider prior to construction of street improvements.</p>
				<i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.Q	<p>Off Site Improvements: Where the off site impact of a proposed subdivision is found by the commission or Council to create substantial additional traffic, improvements to alleviate that</p>

				impact may be required of the subdivider prior to final plat approval, including, but not limited to, bridges, intersections, roads, traffic control devices, water mains and facilities, and sewer mains and facilities.
				<i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.R	Avalanche And Mountain Overlay: All improvements and plats (land, planned unit development, townhouse, condominium) created pursuant to this chapter shall comply with City of Ketchum Avalanche Zone District and Mountain Overlay Zoning District requirements as set forth in Title 17 of this Code.
				<i>This standard is not applicable as this application readjusts the interior property line shared between the two subject properties, which are existing platted lots, and relocates a public access easement.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.S	Existing natural features which enhance the attractiveness of the subdivision and community, such as mature trees, watercourses, rock outcroppings, established shrub masses and historic areas, shall be preserved through design of the subdivision.
				<i>Relocation of the access easement will not impact existing trees.</i>

CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation established in accordance with Article XII of the Constitution of the State of Idaho and Title 50 Idaho Code and is required and has exercised its authority pursuant to the Local Land Use Planning Act codified at Chapter 65 of Title 67 Idaho Code and pursuant to Chapters 3, 9 and 13 of Title 50 Idaho Code to enact the Ordinances and regulations, which Ordinances are codified in the Ketchum City Code (“KMC”) and are identified in the Findings of Fact and which are herein restated as Conclusions of Law by this reference and which City Ordinances govern the Applicant’s application for the use of the subject parcels.
2. The Council has authority to hear the applicant’s Lot Line Shift (Readjustment of Lot Lines) application pursuant to Chapter 16.04 of Ketchum Code Title 16.
3. The City of Ketchum Planning Department provided adequate notice for the review of this application.
4. The Lot Line Shift (Readjustment of Lot Lines) application is governed under Sections 16.04.060 of Ketchum Municipal Code Chapter 16.04.
5. The proposed Lot Line Shift meets the standards for Preliminary Plats under Title 16 of Ketchum Municipal Code subject to conditions of approval.

DECISION

THEREFORE, the Ketchum City Council **approves** this Lot Line Shift Final Plat application this Monday, June 15th, 2020 subject to the following conditions:

CONDITIONS OF APPROVAL

1. The Final Plat mylar shall visually represent the 5 ft public utility easement as required pursuant to KMC §16.04.030.J10.
2. The recorded plat shall show a minimum of two Blaine County Survey Control Monuments with ties to the property and an inverse between the two monuments. The Survey Control Monuments shall be clearly identified on the face of the map.
3. An electronic CAD file shall be submitted to the City of Ketchum prior to final plat signature by the City Clerk. The electronic CAD file shall be submitted to the Blaine County Recorder’s office concurrent with the recording of the Plat containing the following minimum data:

- a. Line work delineating all parcels and roadways on a CAD layer/level designated as “parcel”;
 - b. Line work delineating all roadway centerlines on a CAD layer/level designated as “road”; and,
 - c. Line work that reflects the ties and inverses for the Survey Control Monuments shown on the face of the Plat shall be shown on a CAD layer/level designated as “control”; and,
 - d. All information within the electronic file shall be oriented and scaled to Grid per the Idaho State Plane Coordinate System, Central Zone, NAD1983 (1992), U.S. Survey Feet, using the Blaine County Survey Control Network. Electronic CAD files shall be submitted in a “.dwg”, “.dgn” or “.shp” format and shall be submitted digitally to the City on a compact disc. When the endpoints of the lines submitted are indicated as coincidental with another line, the CAD line endpoints shall be separated by no greater than 0.0001 drawing units.
5. The applicant shall provide a copy of the recorded Final Plat and the associated condominium owners’ documents to the Planning and Building Department for the official file on the application.
 6. The Final Plat mylar shall contain all items required under Title 50, Chapter 13, Idaho Code as well as all items required pursuant to KMC §16.04.030J including certificates and signatures.
 7. All governing ordinances and department conditions pertinent to the Fire Department, Building Department, Utilities Department, Street Department and Ketchum City Engineer shall be met.

Findings of Fact **adopted** this 15th day of June, 2020

Neil Bradshaw, Mayor

Robin Crotty, City Clerk



City of Ketchum

June 15, 2020

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Hold a Public Hearing and Approve the Leone/Goldman Lot Line Shift Preliminary Plat

Recommendation and Summary

After holding a public hearing and considering public comment, staff recommends approval of the requests proposed by the Leone/Goldman Lot Line Shift Preliminary Plat application to move to lot line shared by 425 N. Bigwood Dr. (Leone property) and 115 Griffin Ct. (Goldman property) eastward, to amend the building envelope for 425 N. Bigwood Dr., and to allow the building envelope to encroach into the area of 25% slope as proposed. Staff also recommends adopting the Findings of Fact and Conclusions of Law as drafted.

Recommended Motion: "I move to approve the Leone/Goldman Lot Line Shift application, including the waiver request to amend the building envelope for 425 N. Bigwood to encroach into a small, isolated area exceeding 25% in slope."

The reasons for the recommendation are as follows:

- Property owners Douglas and Patricia Leone (452 N. Bigwood Drive) and Andrew and Lisa Goldman (115 Griffin Court) are co-applicants and owners of the respective properties this Lot Line Shift affects.
- The subdivision code governs Lot Line Shift applications and while the code requires building envelopes to be located outside of areas of $\geq 25\%$ slope the code also specifically allows the opportunity to request a waiver from this standard in order to accommodate "small, isolated pockets of 25% or greater slope" provided the encroachment into $\geq 25\%$ sloped area complies with the purpose and standards of the subdivision code and Mountain Overlay code. (KMC §16.04.040.F.2)
- The proposed building envelope amendment is the minimum necessary to accommodate 911 square feet of a proposed 2,398 square foot addition to the Leone residence (425 N. Bigwood Drive). The existing residence is harmoniously integrated into the site, with the existing garage and an existing storage area partially buried into the slope of the hillside.
- The existing building envelope, including an existing encroachment into an area of 25% or greater slope, facilitated harmonious development of the existing residence: the residence is located on the flattest portion of the lot, closest to the street. This siting of the residence maximizes the upslope open space of the parcel and minimized cut and fill needed for the foundation.
- All city departments have reviewed the application and no departments have concerns.
- On May 19, 2020, the Planning and Zoning Commission held a public hearing on this matter and recommended approval. An excerpt of the detailed staff report to the Commission is included as Attachment D. Findings of Fact for each of the subdivision code criteria and waiver request criteria are included in the draft Findings of Fact, Conclusions of Law, and Decision, included as Attachment B.

Financial Impact

None immediately. However, approval of the application will allow the residential addition to proceed and completion of the addition will increase the assessed value of the property and the city's tax base.

Attachments

- A. Preliminary Plat
- B. Draft Findings of Fact, Conclusions of Law, and Decision
- C. Staff Report Analysis, Planning and Zoning Commission meeting of May 19, 2020
- D. Excerpts from the design plans for the proposed addition to 425 N. Bigwood Drive

Attachment A.

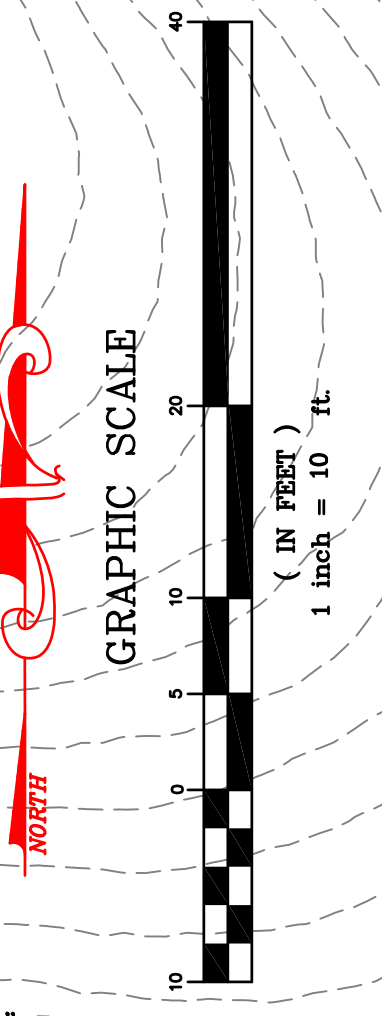
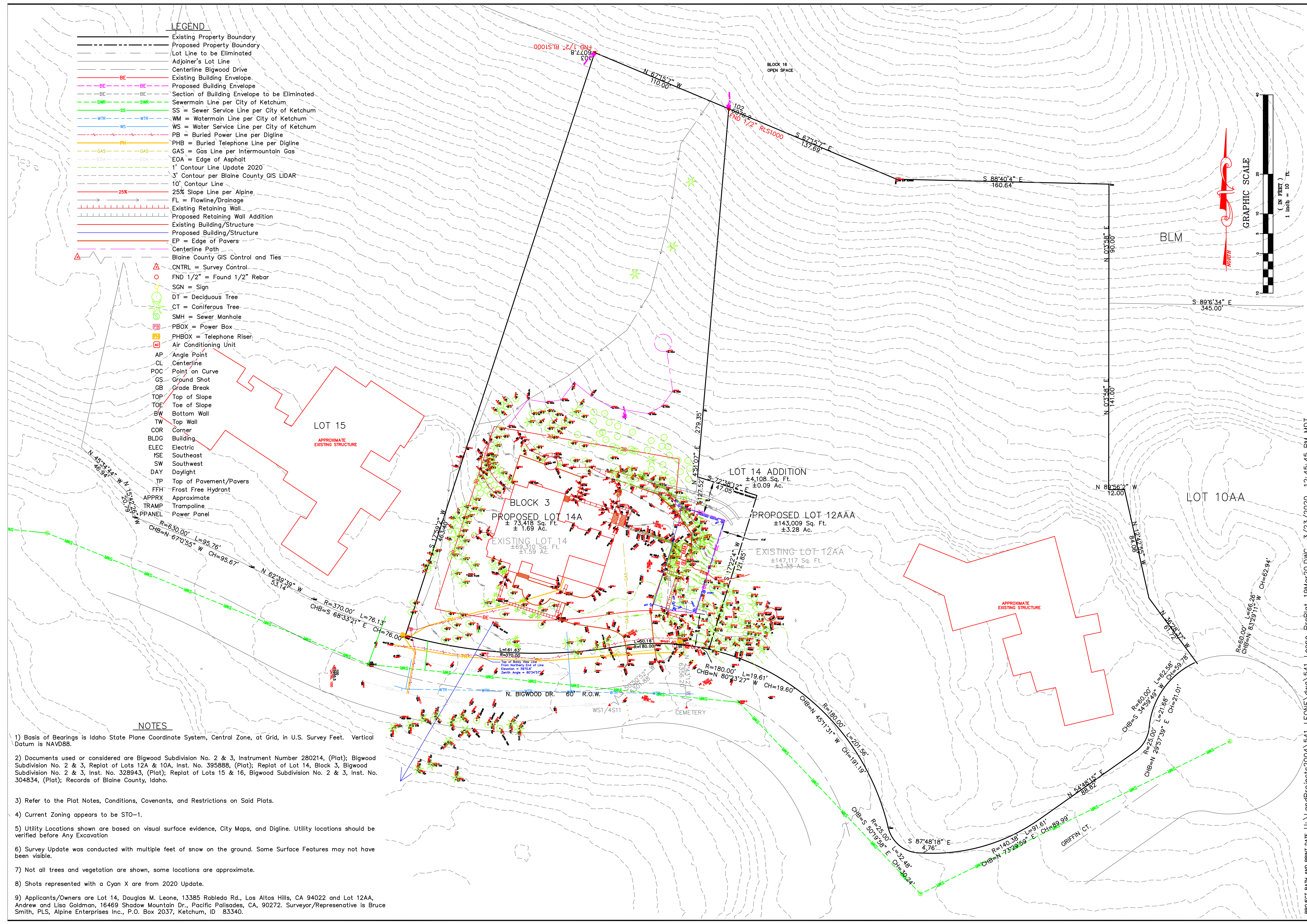
Preliminary Plat

LEGEND

- Existing Property Boundary
- Proposed Property Boundary
- Lot Line to be Eliminated
- Adjoiner's Lot Line
- Centerline Bigwood Drive
- Existing Building Envelope
- Proposed Building Envelope
- Section of Building Envelope to be Eliminated
- Sewermain Line per City of Ketchum
- SS = Sewer Service Line per City of Ketchum
- WM = Watermain Line per City of Ketchum
- WS = Water Service Line per City of Ketchum
- PB = Buried Power Line per Digline
- PHB = Buried Telephone Line per Digline
- GAS = Gas Line per Intermountain Gas
- EOA = Edge of Asphalt
- 1' Contour Line Update 2020
- 3' Contour per Blaine County GIS LIDAR
- 10' Contour Line
- 25% Slope Line per Alpine
- FL = Flowline/Drainage
- Existing Retaining Wall
- Proposed Retaining Wall Addition
- Existing Building/Structure
- Proposed Building/Structure
- EP = Edge of Pavers
- Centerline Path
- Blaine County GIS Control and Ties
- △ CNTRL = Survey Control
- FND 1/2" = Found 1/2" Rebar
- SGN = Sign
- DT = Deciduous Tree
- CT = Coniferous Tree
- SMH = Sewer Manhole
- PBOX = Power Box
- PHBOX = Telephone Riser
- Air Conditioning Unit
- AP = Angle Point
- CL = Centerline
- POC = Point on Curve
- GS = Ground Shot
- GB = Grade Break
- TOP = Top of Slope
- TOE = Toe of Slope
- BW = Bottom Wall
- TW = Top Wall
- COR = Corner
- BLDG = Building
- ELEC = Electric
- ISE = Southeast
- SW = Southwest
- DAY = Daylight
- TP = Top of Pavement/Pavers
- FFH = Frost Free Hydrant
- APPRX = Approximate
- TRAMP = Trampoline
- PPANEL = Power Panel

NOTES

- 1) Basis of Bearings is Idaho State Plane Coordinate System, Central Zone, at Grid, in U.S. Survey Feet. Vertical Datum is NAVD88.
- 2) Documents used or considered are Bigwood Subdivision No. 2 & 3, Instrument Number 280214, (Plat); Bigwood Subdivision No. 2 & 3, Replat of Lots 12A & 10A, Inst. No. 395888, (Plat); Replat of Lot 14, Block 3, Bigwood Subdivision No. 2 & 3, Inst. No. 328943, (Plat); Replat of Lots 15 & 16, Bigwood Subdivision No. 2 & 3, Inst. No. 304834, (Plat); Records of Blaine County, Idaho.
- 3) Refer to the Plat Notes, Conditions, Covenants, and Restrictions on Said Plats.
- 4) Current Zoning appears to be STO-1.
- 5) Utility Locations shown are based on visual surface evidence, City Maps, and Digline. Utility locations should be verified before Any Excavation
- 6) Survey Update was conducted with multiple feet of snow on the ground. Some Surface Features may not have been visible.
- 7) Not all trees and vegetation are shown, some locations are approximate.
- 8) Shots represented with a Cyan X are from 2020 Update.
- 9) Applicants/Owners are Lot 14, Douglas M. Leone, 13385 Robledo Rd., Los Altos Hills, CA 94022 and Lot 12AA, Andrew and Lisa Goldman, 16469 Shadow Mountain Dr., Pacific Palisades, CA, 90272. Surveyor/Representative is Bruce Smith, PLS, Alpine Enterprises Inc., P.O. Box 2037, Ketchum, ID 83340.



A PRELIMINARY PLAT SHOWING
LOT 14A & LOT 12AAA, BLK 3, BIGWOOD SUBDIVISION NO. 2 & 3
 WITHIN S1, T.4N., R.17E., B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO
 PREPARED FOR WILLIAMS PARTNERS ARCHITECTS, THE LEONE RESIDENCE

Alpine Enterprises Inc.
 Surveying, Mapping and Natural Hazards Consulting
 660 Bell Dr., Unit 1
 P.O. Box 2037, Ketchum, ID 83340 USA
 (208) 727-1988 727-1987 fax
 email alpine7@mindspring.com

PROFESSIONAL LAND SURVEYOR
 Bruce Smith
 No. 7048
 13APR20
 STATE OF IDAHO
 OFFICE OF PUBLIC SERVICE

NO.	DATE	BY	REVISIONS

PROJECT PATH AND PRINT DATE U:\LandProjects\2004\541\LEONE.dwg\541_Leone_PrelPlat_19Mar20.DWG 3/23/2020 12:45:45 PM MDT

Sheet 1 of 1

Attachment B.

Draft Findings of Fact, Conclusions of Law, and Decision



City of Ketchum
Planning & Building

IN RE:)
)
 Leone/Goldman Lot Line Shift) KETCHUM CITY COUNCIL
 Lot Line Shift Preliminary Plat) FINDINGS OF FACT, CONCLUSIONS OF LAW, AND
 Date: June 15, 2020) DECISION
)
 File Number: 19-141)

PROJECT: Leone/Goldman Lot Line Shift

FILE NUMBER: P20-029

REPRESENTATIVE: Bruce Smith, Alpine Enterprises Inc.

OWNER: Douglas M. Leone, Leone Trustees (425 N. Bigwood Dr.) and Andrew and Lisa Goldman, Trustees (115 Griffin Ct.)

REQUEST: Readjustment of lot lines, building envelope amendment for 425 N. Bigwood Drive, and waiver for building envelope encroachment into area of 25% slope

LOCATION: 425 N. Bigwood Drive (BIGWOOD SUB #2-3 LOT 14 BLK 3) and 115 Griffin Court (BIGWOOD SUB #2-3 AM LOT 12AA BLK 3)

ZONING: Short Term Occupancy - One Acre District (STO-1)

OVERLAY: None

NOTICE: Public hearing was held with the City Council on June 15, 2020; Notice was mailed to properties within a 300 ft radius of the subject property and all political subdivisions on May 27, 2020. Notice was published in the May 27th, 2020 edition of the Idaho Mountain Express.

FINDINGS OF FACT

1. On May 19th, 2020, the Planning and Zoning Commission considered the readjustment of lot lines, building envelope amendment, and waiver request and recommended approval to City Council. City Council held a public hearing on June 15, 2020 and approved the application.
2. The subject properties are located in the STO-1 zoning district.
3. The proposed readjusted lots will meet all required zoning and dimensional standards. The request to amend the building envelope to encroach into additional area of 25% slope is warranted due Findings of Fact detailed in Tables 2 and 3.

Table 1: City Department Comments

City Department Comments			
Compliant			City Standards and <i>City Department Comments</i>
Yes	No	N/A	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire: No comment.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	City Engineer and Streets Department: 1. See Plat Preliminary Plat Review Check list. Of note: Curve & Line Table needs to be added to the plat. 2. Trees need to be removed from ROW
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Utilities: No comment.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building: No comment.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Planning and Zoning: Comments are denoted throughout the Findings.

Table. 2: Building Envelope Standards

16.04.040.F				
Compliant			Standards and Findings	
Yes	No	N/A	City Code	City Standards and Findings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.F.2	<p>2. Whenever a proposed subdivision contains lot(s), in whole or in part, within the floodplain, or which contains land with a slope in excess of twenty five percent (25%), based upon natural contours, or creates corner lots at the intersection of two (2) or more streets, building envelopes shall be shown for the lot(s) so affected on the preliminary and final plats.</p> <p>The building envelopes shall be located in a manner designed to promote harmonious development of structures, minimize congestion of structures, and provide open space and solar access for each lot and structure. Also, building envelopes shall be located to promote access to the lots and maintenance of public utilities, to minimize cut and fill for roads and building foundations, and minimize adverse impact upon environment, watercourses and topographical features.</p> <p>Structures may only be built on buildable lots. Lots shall only be created that meet the definition of "lot, buildable" in section 16.04.020 of this chapter.</p> <p>Building envelopes shall be established outside of hillsides of twenty five percent (25%) and greater and outside of the floodway. A waiver to this standard may only be considered for the following:</p>

			Findings	<p>Both existing lots contain slopes exceeding 25% and have had platted building envelopes since the original platting of the subdivision as is required by the first portion of this standard.</p> <p>The existing building envelope, including the existing encroachment into an area of 25% or greater slope, facilitated harmonious development of the existing residence: the residence is located on the flattest portion of the lot, closest to the street. This siting of the residence maximizes the upslope open space of the parcel and minimized cut and fill needed for the foundation. Impact to the topography of the site has also been minimized by the placement of the existing structure.</p> <p>In 1990 the building envelope for Lot 14 was amended by a previous property owner to allow partial encroachment into an area containing slopes in excess of 25%. With this application the property owners of 425 N. Bigwood requested a minor expansion (relative to the size of the existing structure and proposed addition) of the encroachment into the 25% sloped area subject to 16.04.040.F.2.b below; see below for more detail.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.F.2.a	a. For lot line shifts of parcels that are entirely within slopes of twenty five percent (25%) or greater to create a reasonable building envelope, and mountain overlay design review standards and all other city requirements are met.
			Findings	N/A. The subject property is not eligible for, or seeking, this waiver.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.F.2.b	b. For small, isolated pockets of twenty five percent (25%) or greater that are found to be in compliance with the purposes and standards of the mountain overlay district and this section.

			<p>Findings</p> <p>The proposed building envelope amendment is to accommodate 911 square feet of the proposed 2,398 square foot addition. The existing residence is harmoniously integrated into the site, with the existing garage and an existing storage area partially buried into the slope of the hillside.</p> <p>Included with the waiver request were design drawings for the proposed addition, including the site plan and landscaping plans. The proposed addition will be integrated into the site topography with the roof of the addition covered by earth and landscaped.</p> <p>The proposed building envelope amendment allows the expansion of the existing residence to occur by integrating the addition deeper into the site rather than expanding the mass of the building laterally/horizontally.</p> <p>Although the site is not located within the Mountain Overlay district, the proposed envelope amendment meets the standards of Mountain Overlay Design Review because visual impact is mitigated.</p> <p>Key purposes of the Mountain Overlay district are to ensure preservation of hills, ridges, ridgelines and their natural features which are visible from the valley floor from obstruction by development; to direct building away from the higher elevations; and to assure the property owner is not deprived of economically viable use of his/her property. The design of the proposed addition accomplishes the first two purposes referenced which facilitates the latter purpose.</p>
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Table 3: Waiver Standards

16.04.130.A and 16.04.130.B				
Compliant			Standards and Findings	
Yes	No	N/A	City Code	City Standards and Findings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.130.A	<p>A. General Requirements: Waiver of any of the requirements of this chapter may be granted by the council on a case by case basis upon the recommendation of the commission. Application for such waiver(s) must be in writing and must show that there are special physical characteristics or conditions affecting the property in question where literal enforcement of this chapter would result in undue hardship not the result of actions by the subdivider, and that the waiver would not be detrimental to the public welfare, health and safety, nor injurious to property owners in the immediate area.</p>

			Findings	<p>The applicant requested the waiver in writing, see narrative from Brenda Moczygemba, Williams Partners Architects, dated April 13, 2020, included in the project record.</p> <p>The waiver request is not detrimental to the public welfare, health or safety and is not injurious to property owners in the immediate area; the adjacent property owner to the east is co-applicant because the proposal also includes an adjustment of the property line shared by the two parcels.</p> <p>The waiver was requested because the majority of the subject property contains slope of 25% or greater. The rear 300' of depth of the lot is unbuildable due to the city's hillside protection standards and as a result the property owners have only the flattest portion of the site, which is closest to the street, to utilize. The existing residence was constructed to respect the original 25' setback imposed by the building envelope, which is more restrictive than the usual 15' front setback required in the STO-1 zone. The proposed addition is harmonious with the existing structure and in order to accomplish keeping the addition and existing residence in a similar street-facing plane (rather than the addition projecting further toward the street) the addition is designed to burrow into the hillside to the rear.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.130.B	<p>B. Application For Waiver: Applications shall be made to the administrator in writing at the time of subdivision application. Such waiver, together with such related data and maps as are necessary to fully illustrate the relief sought, shall be filed at that time. Such application shall be processed and considered with the preliminary plat application.</p>
			Findings	<p>A detailed application package, including a site survey, site plans, landscaping plans, and architectural plans indicating the existing and proposed structure were submitted concurrently with the Preliminary Plat application.</p>

Table 4: Preliminary Plat Requirements

Preliminary Plat Requirements				
Compliant			Standards and City Council Findings	
Yes	No	N /	City Code	City Standards and <i>City Council Findings</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.C.1	<p>The subdivider shall file with the administrator copies of the completed subdivision application form and preliminary plat data as required by this chapter.</p>
			Findings	<p>The application has been reviewed and determined to be complete.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J	<p>Application and Preliminary Plat Contents: The preliminary plat, together with all application forms, title insurance report, deeds, maps, and other documents reasonably required, shall constitute a complete subdivision application. The preliminary plat shall be drawn to a scale of not less than one inch equals one hundred feet (1" = 100') and shall show the following:</p>

			Findings	All required materials for the Preliminary Plat application have been submitted.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.I .1	The scale, north point and date.
			Findings	This standard has been met.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J .2	The name of the proposed subdivision.
			Findings	This standard has been met.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J.3	The name and address of the owner of record, the subdivider, and the engineer, surveyor, or other person preparing the plat.
			Findings	This standard has been met.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J.4	Legal description of the area platted.
			Findings	This standard has been met.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J .5	The names and the intersecting boundary lines of adjoining subdivisions and parcels of property.
			Findings	This standard has been met.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J.6	A contour map of the subdivision with contour lines and a maximum interval of two feet (2') to show the configuration of the land based upon the United States geodetic survey data, or other data approved by the city engineer.
			Findings	This standard has been met.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J.7	The scaled location of existing buildings, water bodies and courses and location of the adjoining or immediately adjacent dedicated streets, roadways and easements, public and private.
			Findings	This standard has been met.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J .8	Boundary description and the area of the tract.
			Findings	This standard has been met.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.9	Existing zoning of the tract.
			Findings	Existing zoning, STO-1, is noted.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J.10	The proposed location of street rights of way, lots, and lot lines, easements, including all approximate dimensions, and including all proposed lot and block numbering and proposed street names.
			Findings	This standard has been met.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030.J .11	The location, approximate size and proposed use of all land intended to be dedicated for public use or for common use of all future property owners within the proposed subdivision.
			Findings	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.J .12	The location, size and type of sanitary and storm sewers, water mains, culverts and other surface or subsurface structures existing within or immediately adjacent to the proposed sanitary or storm sewers, water mains, and storage facilities, street improvements, street lighting, curbs, and gutters and all proposed utilities.
			Findings	N/A, the subject properties are developed lots within an existing subdivision.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030.J .13	The direction of drainage, flow and approximate grade of all streets.
			Findings	Not applicable, the project abuts the existing street Bird Drive.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J .14	The location of all drainage canals and structures, the proposed method of disposing of runoff water, and the location and size of all drainage easements, whether they are located within or outside of the proposed plat.
			Findings	A complementary grading plan to accommodate the addition was submitted with the Preliminary Plat. This standard has been met. No canals exist or are proposed. No drainage easements exist or are proposed. Drainage is currently handled by drywells and is proposed to be managed with on-site drywells going forward.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J.15	Vicinity map drawn to approximate scale showing the location of the proposed subdivision in reference to existing and/or proposed arterials and
			Findings	This application adjusts a shared boundary line. The original subdivision's plat serves as the vicinity map.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030. J.16	The boundaries of the floodplain, floodway and avalanche overlay district shall also be clearly delineated and marked on the preliminary plat or a note provided if the entire project is in the floodplain, floodway or avalanche overlay
			Findings	N/A the property is not currently mapped to be in the floodplain/floodway. The property is not within the avalanche overlay.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J.17	Building envelopes shall be shown on each lot, all or part of which is within a floodway, floodplain, or avalanche zone; or any lot that is adjacent to the Big Wood River, Trail Creek, or Warm Springs Creek; or any lot, a portion of which has a slope of twenty five percent (25%) or greater; or upon any lot which will be created adjacent to the intersection of two (2) or more streets.
			Findings	This standard has been met.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J .18	Lot area of each lot.
			Findings	The existing and proposed size of each lot is indicated.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J .19	Existing mature trees and established shrub masses.
			Findings	Existing mature trees and shrubs are indicated.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J .20	To be provided to Administrator: 20. Subdivision names shall not be the same or confused with the name of any other subdivision in Blaine County, Idaho and shall be approved by the Blaine County Assessor.
			Findings	This standard has been met. The proposal is to amend to lots within an existing subdivision.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030. J .21	All percolation tests and/or exploratory pit excavations required by state health authorities.
			Findings	N/A both lots contain existing development that is connected to municipal services.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.030. J .22	A copy of the provisions of the articles of incorporation and bylaws of homeowners' association and/or condominium declarations to be filed with the final plat of the subdivision.
			Findings	N/A the subject parcels are within an existing subdivision.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J .23	A current title report shall be provided at the time that the preliminary plat is filed with the administrator, together with a copy of the owner's recorded deed to such property.
			Findings	This standard has been met.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.030. J .24	A digital copy of the preliminary plat shall be filed with the administrator.
			Findings	This standard has been met.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.A	Required Improvements: The improvements set forth in this section shall be shown on the preliminary plat and installed prior to approval of the final plat. Construction design plans shall be submitted and approved by the city engineer. All such improvements shall be in accordance with the comprehensive plan and constructed in compliance with construction standard specifications adopted by the city. Existing natural features which enhance the attractiveness of the subdivision and community, such as mature trees, watercourses, rock outcroppings, established shrub masses and historic areas, shall be preserved through design of the subdivision.
			Findings	This standard has been met. Mature trees, which enhance the attractiveness of the two subject properties, are indicated on the plat.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.B	Improvement Plans: Prior to approval of final plat by the commission, the subdivider shall file two (2) copies with the city engineer, and the city engineer shall approve construction plans for all improvements required in the proposed subdivision. Such plans shall be prepared by a civil engineer licensed in the state.
			Findings	N/A at this time.

			16.04.040.C	Prior to final plat approval, the subdivider shall have previously constructed all required improvements and secured a certificate of completion from the city engineer. However, in cases where the required improvements cannot be constructed due to weather conditions or other factors beyond the control of the subdivider, the city council may accept, in lieu of any or all of the required improvements, a performance bond filed with the city clerk to ensure actual construction of the required improvements as submitted and approved. Such performance bond shall be issued in an amount not less than one hundred fifty percent (150%) of the estimated costs of improvements as determined by the city engineer. In the event the improvements are not constructed within the time allowed by the city council (which shall be one year or less, depending upon the individual circumstances), the council may order the improvements installed at the expense of the subdivider and the surety. In the event the cost of installing the required improvements exceeds the amount of the bond, the subdivider shall be liable to the city for additional costs. The amount that the cost of installing the required improvements exceeds the amount of the performance bond shall automatically become a lien upon any and all property within the subdivision owned by the owner and/or subdivider.
			Findings	N/A at this time.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.D	As Built Drawing: Prior to acceptance by the city council of any improvements installed by the subdivider, two (2) sets of as built plans and specifications, certified by the subdivider's engineer, shall be filed with the city engineer. Within ten (10) days after completion of improvements and submission of as built drawings, the city engineer shall certify the completion of the improvements and the acceptance of the improvements, and shall submit a copy of such certification to the administrator and the subdivider. If a performance bond has been filed, the administrator shall forward a copy of the certification to the city clerk. Thereafter, the city clerk shall release the performance bond upon application by the subdivider.
			Findings	N/A at this time.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.E	Monumentation: Following completion of construction of the required improvements and prior to certification of completion by the city engineer, certain land survey monuments shall be reset or verified by the subdivider's engineer or surveyor to still be in place. These monuments shall have the size, shape, and type of material as shown on the subdivision plat. The monuments shall be located as follows: <ol style="list-style-type: none"> 1. All angle points in the exterior boundary of the plat. 2. All street intersections, points within and adjacent to the final plat. 3. All street corner lines ending at boundary line of final plat. 4. All angle points and points of curves on all streets. 5. The point of beginning of the subdivision plat description.
			Findings	N/A at this time.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.F	<p>Lot Requirements:</p> <ol style="list-style-type: none"> 1. Lot size, width, depth, shape and orientation and minimum building setback lines shall be in compliance with the zoning district in which the property is located and compatible with the location of the subdivision and the type of development, and preserve solar access to adjacent properties and buildings. 2. Whenever a proposed subdivision contains lot(s), in whole or in part, within the floodplain, or which contains land with a slope in excess of twenty five percent (25%), based upon natural contours, or creates corner lots at the intersection of two (2) or more streets, building envelopes shall be shown for the lot(s) so affected on the preliminary and final plats. The building envelopes shall be located in a manner designed to promote harmonious development of structures, minimize congestion of structures, and provide open space and solar access for each lot and structure. Also, building envelopes shall be located to promote access to the lots and maintenance of public utilities, to minimize cut and fill for roads and building foundations, and minimize adverse impact upon environment, watercourses and topographical features. Structures may only be built on buildable lots. Lots shall only be created that meet the definition of "lot, buildable" in section 16.04.020 of this chapter. Building envelopes shall be established outside of hillsides of twenty five percent (25%) and greater and outside of the floodway. A waiver to this standard may only be considered for the following: <ol style="list-style-type: none"> a. For lot line shifts of parcels that are entirely within slopes of twenty five percent (25%) or greater to create a reasonable building envelope, and mountain overlay design review standards and all other city requirements are met. b. For small, isolated pockets of twenty five percent (25%) or greater that are found to be in compliance with the purposes and standards of the mountain overlay district and this section. 3. Corner lots outside of the original Ketchum Townsite shall have a property line curve or corner of a minimum radius of twenty five feet (25') unless a longer radius is required to serve an existing or future use. 4. Side lot lines shall be within twenty degrees (20°) to a right angle or radial line to the street line. 5. Double frontage lots shall not be created. A planting strip shall be provided along the boundary line of lots adjacent to arterial streets or incompatible zoning districts. 6. Every lot in a subdivision shall have a minimum of twenty feet (20') of frontage on a dedicated public street or legal access via an easement of twenty feet (20') or greater in width. Easement shall be recorded in the office of the Blaine County recorder prior to or in conjunction with recordation of the final plat..
			Findings	<p>Standards 1, 4, 5, and 6 have been met. Standard 3 is not applicable.</p> <p>Standard (2) is the subject of the waiver request submitted with this application. See Tables 2 and 3 for Findings.</p>

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.G	<p>G. Block Requirements: The length, width and shape of blocks within a proposed subdivision shall conform to the following requirements:</p> <ol style="list-style-type: none"> 1. No block shall be longer than one thousand two hundred feet (1,200'), nor less than four hundred feet (400') between the street intersections, and shall have sufficient depth to provide for two (2) tiers of lots. 2. Blocks shall be laid out in such a manner as to comply with the lot requirements. 3. The layout of blocks shall take into consideration the natural topography of the land to promote access within the subdivision and minimize cuts and fills for roads and minimize adverse impact on environment, watercourses and topographical features. 4. Except in the original Ketchum Townsite, corner lots shall contain a building envelope outside of a seventy five foot (75') radius from the intersection of the streets.
			Findings	N/A, the subject properties are within an existing subdivision. No new blocks are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.1	<p>H. Street Improvement Requirements:</p> <ol style="list-style-type: none"> 1. The arrangement, character, extent, width, grade and location of all streets put in the proposed subdivision shall conform to the comprehensive plan and shall be considered in their relation to existing and planned streets, topography, public convenience and safety, and the proposed uses of the land;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.2	<ol style="list-style-type: none"> 2. All streets shall be constructed to meet or exceed the criteria and standards set forth in chapter 12.04 of this code, and all other applicable ordinances, resolutions or regulations of the city or any other governmental entity having jurisdiction, now existing or adopted, amended or codified;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.3	<ol style="list-style-type: none"> 3. Where a subdivision abuts or contains an existing or proposed arterial street, railroad or limited access highway right of way, the council may require a frontage street, planting strip, or similar design features;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.4	<ol style="list-style-type: none"> 4. Streets may be required to provide access to adjoining lands and provide proper traffic circulation through existing or future neighborhoods;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.5	<ol style="list-style-type: none"> 5. Street grades shall not be less than three-tenths percent (0.3%) and not more than seven percent (7%) so as to provide safe movement of traffic and emergency vehicles in all weather and to provide for adequate drainage and snow plowing;

			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.6	6. In general, partial dedications shall not be permitted, however, the council may accept a partial street dedication when such a street forms a boundary of the proposed subdivision and is deemed necessary for the orderly development of the neighborhood, and provided the council finds it practical to require the dedication of the remainder of the right of way when the adjoining property is subdivided. When a partial street exists adjoining the proposed subdivision, the remainder of the right of way shall be dedicated;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.7	7. Dead end streets may be permitted only when such street terminates at the boundary of a subdivision and is necessary for the development of the subdivision or the future development of the adjacent property. When such a dead end street serves more than two (2) lots, a temporary turnaround easement shall be provided, which easement shall revert to the adjacent lots when the street is extended;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.8	8. A cul-de-sac, court or similar type street shall be permitted only when necessary to the development of the subdivision, and provided, that no such street shall have a maximum length greater than four hundred feet (400') from entrance to
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.9	9. Streets shall be planned to intersect as nearly as possible at right angles, but in no event at less than seventy degrees (70°);
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.10	10. Where any street deflects an angle of ten degrees (10°) or more, a connecting curve shall be required having a minimum centerline radius of three hundred feet (300') for arterial and collector streets, and one hundred twenty five feet
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.11	11. Streets with centerline offsets of less than one hundred twenty five feet (125') shall be prohibited;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.12	12. A tangent of at least one hundred feet (100') long shall be introduced between reverse curves on arterial and collector streets;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.13	13. Proposed streets which are a continuation of an existing street shall be given the same names as the existing street. All new street names shall not duplicate or be confused with the names of existing streets within Blaine County, Idaho. The

			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.14	14. Street alignment design shall follow natural terrain contours to result in safe streets, usable lots, and minimum cuts and fills;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.15	15. Street patterns of residential areas shall be designed to create areas free of through traffic, but readily accessible to adjacent collector and arterial streets;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.16	16. Reserve planting strips controlling access to public streets shall be permitted under conditions specified and shown on the final plat, and all landscaping and irrigation systems shall be installed as required improvements by the subdivider;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.17	17. In general, the centerline of a street shall coincide with the centerline of the street right of way, and all crosswalk markings shall be installed by the subdivider as a required improvement:
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.18	18. Street lighting shall be required consistent with adopted city standards and where designated shall be installed by the subdivider as a requirement improvement;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.19	19. Private streets may be allowed upon recommendation by the commission and approval by the Council. Private streets shall be constructed to meet the design standards specified in subsection H2 of this section and chapter 12.04 of this code;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.20	20. Street signs shall be installed by the subdivider as a required improvement of a type and design approved by the Administrator and shall be consistent with the type and design of existing street signs elsewhere in the City;
			Findings	N/A, the subject properties are within an existing subdivision. No new streets are proposed.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.21	21. Whenever a proposed subdivision requires construction of a new bridge, or will create substantial additional traffic which will require construction of a new bridge or improvement of an existing bridge, such construction or improvement shall be a required improvement by the subdivider. Such construction or improvement shall be in accordance with adopted standard specifications;
			Findings	N/A, this proposal does not require construction of a new bridge or impact any existing bridges.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.22	22. Sidewalks, curbs and gutters shall be required consistent with adopted city standards and where designated shall be a required improvement installed by the subdivider;
			Findings	N/A the subject properties abut an existing developed street.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.23	23. Gates are prohibited on private roads and parking access/entranceways, private driveways accessing more than one single-family dwelling unit and one accessory dwelling unit, and public rights-of-way unless approved by the City Council; and
			Findings	N/A no gates are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.H.24	24. No new public or private streets or flag lots associated with a proposed subdivision (land, planned unit development, townhouse, condominium) are permitted to be developed on parcels within the Avalanche Zone
			Findings	N/A the subject properties are not located within the Avalanche Zone.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.I	I. Alley Improvement Requirements: Alleys shall be provided in, commercial and light industrial zoning districts. The width of an alley shall be not less than twenty feet (20'). Alley intersections and sharp changes in alignment shall be avoided, but where necessary, corners shall be provided to permit safe vehicular movement. Dead end alleys shall be permitted only within the original Ketchum Townsite and only after due consideration of the interests of the owners of property adjacent to the dead end alley including, but not limited to, the provision of fire protection, snow removal and trash collection services to such properties. Improvement of alleys shall be done by the subdivider as required improvement and in conformance with design standards specified in subsection H2 of this section.
			Findings	N/A the subject properties are located in the STO-1 zone.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.J.1	<p>J. Required Easements: Easements, as set forth in this subsection, shall be required for location of utilities and other public services, to provide adequate pedestrian circulation and access to public waterways and lands.</p> <p>1. A public utility easement at least ten feet (10') in width shall be required within the street right-of-way boundaries of all private streets. A public utility easement at least five feet (5') in width shall be required within property boundaries adjacent to Warm Springs Road and within any other property boundary as determined by the City Engineer to be necessary for the provision of adequate public utilities.</p>
			Findings	Existing easements are indicated.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.J.2	<p>2. Where a subdivision contains or borders on a watercourse, drainageway, channel or stream, an easement shall be required of sufficient width to contain such watercourse and provide access for private maintenance and/or reconstruction of such watercourse.</p>
			Findings	N/A the subject properties do not border a waterway.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.J.3	<p>3. All subdivisions which border the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a ten foot (10') fish and nature study easement along the riverbank. Furthermore, the Council shall require, in appropriate areas, an easement providing access through the subdivision to the bank as a sportsman's access. These easement requirements are minimum standards, and in appropriate cases where a subdivision abuts a portion of the river adjacent to an existing pedestrian easement, the Council may require an extension of that easement along the portion of the riverbank which runs through the proposed subdivision.</p>
			Findings	N/A the subject properties do not border a waterway.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.J.4	<p>4. All subdivisions which border on the Big Wood River, Trail Creek and Warm Springs Creek shall dedicate a twenty five foot (25') scenic easement upon which no permanent structure shall be built in order to protect the natural vegetation and wildlife along the riverbank and to protect structures from damage or loss due to riverbank erosion.</p>
			Findings	N/A the subject properties do not border a waterway.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.J.5	<p>5. No ditch, pipe or structure for irrigation water or irrigation wastewater shall be constructed, rerouted or changed in the course of planning for or constructing required improvements within a proposed subdivision unless same has first been approved in writing by the ditch company or property owner holding the water rights. A written copy of such approval shall be filed as part of required improvement construction plans.</p>
			Findings	N/A no changes to ditches, pipes, or other irrigation structures are proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.J.6	<p>6. Nonvehicular transportation system easements including pedestrian walkways, bike paths, equestrian paths, and similar easements shall be dedicated by the subdivider to provide an adequate nonvehicular transportation system throughout the City.</p>
			Findings	N/A the subject properties are located within an existing subdivision.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.K	K. Sanitary Sewage Disposal Improvements: Central sanitary sewer systems shall be installed in all subdivisions and connected to the Ketchum sewage treatment system as a required improvement by the subdivider. Construction plans and specifications for central sanitary sewer extension shall be prepared by the subdivider and approved by the City Engineer, Council and Idaho Health Department prior to final plat approval. In the event that the sanitary sewage system of a subdivision cannot connect to the existing public sewage system, alternative provisions for sewage disposal in accordance with the requirements of the Idaho Department of Health and the Council may be constructed on a temporary basis until such time as connection to the public sewage system is possible. In considering such alternative provisions, the Council may require an increase in the minimum lot size and may impose any other reasonable requirements which it deems necessary to protect public health, safety and welfare.
			Findings	N/A the subject properties are located in an existing developed subdivision that contains all necessary infrastructure.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.L	L. Water System Improvements: A central domestic water distribution system shall be installed in all subdivisions by the subdivider as a required improvement. The subdivider shall also be required to locate and install an adequate number of fire hydrants within the proposed subdivision according to specifications and requirements of the City under the supervision of the Ketchum Fire Department and other regulatory agencies having jurisdiction. Furthermore, the central water system shall have sufficient flow for domestic use and adequate fire flow. All such water systems installed shall be looped extensions, and no dead end systems shall be permitted. All water systems shall be connected to the Municipal water system and shall meet the standards of the following agencies: Idaho Department of Public Health, Idaho Survey and Rating Bureau, District Sanitarian, Idaho State Public Utilities Commission, Idaho Department of Reclamation, and all requirements of the City.
			Findings	N/A the subject properties are located in an existing developed subdivision that contains all necessary infrastructure.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.M	M. Planting Strip Improvements: Planting strips shall be required improvements. When a predominantly residential subdivision is proposed for land adjoining incompatible uses or features such as highways, railroads, commercial or light industrial districts or off street parking areas, the subdivider shall provide planting strips to screen the view of such incompatible features. The subdivider shall submit a landscaping plan for such planting strip with the preliminary plat application, and the landscaping shall be a required improvement.
			Findings	N/A the subject properties are located within an existing developed subdivision. The subdivision has adequate plantings where necessary.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.N.1	<p>N. Cuts, Fills, And Grading Improvements: Proposed subdivisions shall be carefully planned to be compatible with natural topography, soil conditions, geology and hydrology of the site, as well as to minimize cuts, fills, alterations of topography, streams, drainage channels, and disruption of soils and vegetation. The design criteria shall include the following:</p> <p>1. A preliminary soil report prepared by a qualified engineer may be required by the commission and/or Council as part of the preliminary plat application.</p>
			Findings	A grading plan has been submitted. See Sheet L-2 dated 3/31/2020. The building envelope amendment, proposed to accommodate an addition to the residence, has been carefully planned to minimize cuts, fills, and alterations of topography.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.N.2	<p>2. Preliminary grading plan prepared by a civil engineer shall be submitted as part of all preliminary plat applications. Such plan shall contain the following information:</p> <p>a. Proposed contours at a maximum of five foot (5') contour intervals.</p> <p>b. Cut and fill banks in pad elevations.</p> <p>c. Drainage patterns.</p> <p>d. Areas where trees and/or natural vegetation will be preserved.</p> <p>e. Location of all street and utility improvements including driveways to building envelopes.</p> <p>f. Any other information which may reasonably be required by the Administrator, commission or Council to adequately review the affect of the proposed improvements.</p>
			Findings	A civil engineer's grading plan was not required at this time due to this being an existing, developed subdivision. However, civil plans will be reviewed when the proposed addition is submitted for a building permit.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.N.3	<p>3. Grading shall be designed to blend with natural landforms and to minimize the necessity of padding or terracing of building sites, excavation for foundations, and minimize the necessity of cuts and fills for streets and driveways.</p>
			Findings	Grading, as evidenced in sheet L-2, meets this standard.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.N.4	<p>4. Areas within a subdivision which are not well suited for development because of existing soil conditions, steepness of slope, geology or hydrology shall be allocated for open space for the benefit of future property owners within the subdivision.</p>
			Findings	None of the upslope open space area, characterized by sage grass hillside, is proposed for development. The building envelope expansion occurs in an area previously altered with landscaping.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.N.5	<p>5. Where existing soils and vegetation are disrupted by subdivision development, provision shall be made by the subdivider for revegetation of disturbed areas with perennial vegetation sufficient to stabilize the soil upon completion of the construction. Until such times as such revegetation has been installed and established, the subdivider shall maintain and protect all disturbed surfaces from erosion.</p>
			Findings	The building envelope amendment and shifting of the lot line will not disturb soil but the proposed development these actions are intended to facilitate will. A grading and proposed landscaping plan accompany this application and detail revegetation.

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.N.6	<p>6. Where cuts, fills, or other excavations are necessary, the following development standards shall apply:</p> <p>a. Fill areas shall be prepared by removing all organic material detrimental to proper compaction for soil stability.</p> <p>b. Fills shall be compacted to at least ninety five percent (95%) of maximum density as determined by AASHO T99 (American Association of State Highway Officials) and ASTM D698 (American Standard Testing Methods).</p>
			Findings	Cuts, fill, and excavation will occur after approval of a building permit for the proposed addition. These disturbances will be reviewed and approved during the building permit review process.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.0	<p>O. Drainage Improvements: The subdivider shall submit with the preliminary plat application such maps, profiles, and other data prepared by an engineer to indicate the proper drainage of the surface water to natural drainage courses or storm drains, existing or proposed. The location and width of the natural drainage courses shall be shown as an easement common to all owners within the subdivision and the City on the preliminary and final plat. All natural drainage courses shall be left undisturbed or be improved in a manner that will increase the operating efficiency of the channel without overloading its capacity. An adequate storm and surface drainage system shall be a required improvement in all subdivisions and shall be installed by the subdivider. Culverts shall be required where all water or drainage courses intersect with streets, driveways or improved public easements and shall extend across and under the entire improved width including shoulders.</p>
			Findings	No natural drainage courses are proposed to be disturbed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.P	<p>P. Utilities: In addition to the terms mentioned in this section, all utilities including, but not limited to, electricity, natural gas, telephone and cable services shall be installed underground as a required improvement by the subdivider. Adequate provision for expansion of such services within the subdivision or to adjacent lands including installation of conduit pipe across and underneath streets shall be installed by the subdivider prior to construction of street improvements.</p>
			Findings	N/A the subject properties are served by all required utilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.Q	<p>Q. Off Site Improvements: Where the off site impact of a proposed subdivision is found by the commission or Council to create substantial additional traffic, improvements to alleviate that impact may be required of the subdivider prior to final plat approval, including, but not limited to, bridges, intersections, roads, traffic control devices, water mains and facilities, and sewer mains and facilities.</p>
			Findings	N/A this readjustment of lot lines does not trigger off-site improvements.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	16.04.040.R	<p>R. Avalanche And Mountain Overlay: All improvements and plats (land, planned unit development, townhouse, condominium) created pursuant to this chapter shall comply with City of Ketchum Avalanche Zone District and Mountain Overlay Zoning District requirements as set forth in Title 17 of this Code.</p>

			Findings	N/A the subject properties are not located in the Avalanche or Mountain overlay zoning districts.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	16.04.040.S	S. Existing natural features which enhance the attractiveness of the subdivision and community, such as mature trees, watercourses, rock outcroppings, established shrub masses and historic areas, shall be preserved through design of the subdivision.
			Findings	Existing mature trees to be preserved and additional plantings to enhance the attractiveness of this proposal are indicated in the applicant’s submittal package reviewed by the Commission during the May 19, 2020 meeting.

CONCLUSIONS OF LAW

1. The City of Ketchum is a municipal corporation organized under Article XII of the Idaho Constitution and the laws of the State of Idaho, Title 50, Idaho Code.
2. Under Chapter 65, Title 67, of the Idaho Code the City has passed a subdivision ordinance, Title 16.
4. The Council has authority to review and recommend approval of the applicant’s Preliminary Plat Application pursuant to Chapter 16.04 of Ketchum Code Title 16.
5. The project **does** meet the standards of approval under Chapter 16.04 of Subdivision Code Title 16.

DECISION

THEREFORE, the Ketchum City Council **approves** this Preliminary Plat application this Monday, June 15th, 2020 subject to the following conditions:

1. In accordance with Ketchum Municipal Code 17.132.010.C.1, existing non-compliant exterior lighting fixtures shall be brought into conformance with the Dark Sky ordinance prior to recordation of the Final Plat;
2. The Final Plat shall be recorded prior to issuance of a Building Permit for the proposed addition;
3. All requirements of the Fire, Utility, Building, Planning and Engineering and Streets departments of the City of Ketchum shall be met as indicated in the City Department Comments table;
4. The recorded plat shall show a minimum of two Blaine County Survey Control Monuments with ties to the property and an inverse between the two monuments. The Survey Control Monuments shall be clearly identified on the face of the map;
5. An electronic CAD file shall be submitted to the City of Ketchum prior to final plat signature by the City Clerk. The electronic CAD file shall be submitted to the Blaine County Recorder’s office concurrent with the recording of the Plat containing the following minimum data:
 - a. Line work delineating all parcels and roadways on a CAD layer/level designated as “parcel”;
 - b. Line work delineating all roadway centerlines on a CAD layer/level designated as “road”; and,

c. Line work that reflects the ties and inverses for the Survey Control Monuments shown on the face of the Plat shall be shown on a CAD layer/level designated as “control”; and,

6. All information within the electronic file shall be oriented and scaled to Grid per the Idaho State Plane Coordinate System, Central Zone, NAD1983 (1992), U.S. Survey Feet, using the Blaine County Survey Control Network. Electronic CAD files shall be submitted in a “.dwg”, “.dgn” or “.shp” format and shall be submitted digitally to the City on a compact disc. When the endpoints of the lines submitted are indicated as coincidental with another line, the CAD line endpoints shall be separated by no greater than 0.0001 drawing units;

6. The applicant shall provide a copy of the recorded final plat to the Department of Planning and Building for the official file on the application;

7. Failure to record a Final Plat within two (2) years of Council’s approval of a Preliminary Plat shall cause the Preliminary Plat to be null and void.

Findings of Fact **adopted** this 15th day of June, 2020.

Neil Bradshaw, Mayor

Robin Crotty, City Clerk

Attachment C.

Excerpt of staff report analysis, Planning and Zoning Commission meeting of May
19, 2020

(complete staff report be viewed here:

<https://mccmeetings.blob.core.usgovcloudapi.net/ketchid-pubu/MEET-Packet-8956c02b8ac84f908bf53961f4b548b5.pdf>)

EXECUTIVE SUMMARY

The subject properties, 425 N. Bigwood Drive (Lot 14) and 115 Griffin Court (Lot 12AA), are in Bigwood Subdivision (Blocks 2 & 3 plat) and were originally platted in 1986. Both properties are developed with single-family homes.

The Lot Line Shift application includes two proposals that are necessary to accommodate a proposed addition to the existing residence located at 425 N. Bigwood:

- 1) Move a portion of the shared lot line (boundary line) between the parcels eastward, which would enlarge 425 N. Bigwood Dr. by 4,108 square feet and reduce 115 Griffin Court by the same. Moving the lot line eastward is necessary to meet the side setback required by the zoning code.
- 2) Amend the Building Envelope for 425 N. Bigwood by expanding it to the east and north in order to accommodate the footprint of a proposed 2,398 square foot addition to the existing single-family residence. The proposed addition will be partially burrowed into the hillside.

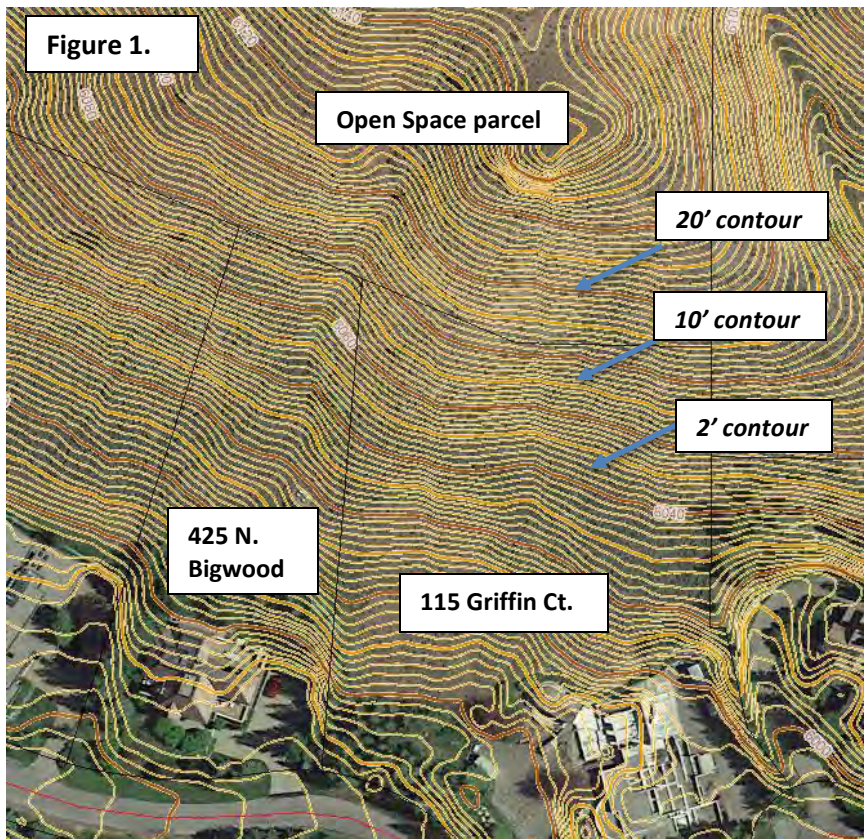
The enlargement of the building envelope to the north would encroach an additional 911 square feet into an area of greater than 25% slope; the building envelope was amended in 1990 and the existing encroachment into area exceeding 25% slope was approved, presumably through a waiver, at that time (more detail below).

The proposed building envelope is the minimum necessary to accommodate the proposed addition, which is currently being designed by Willams Partners Architects. Design plans are attached to the staff report.

The addition is proposed to be partially tucked into the sloped portion of the site, rather than built on top of the existing grade, which is in keeping with the form of the existing residence and minimizes visual impact of the addition.

Both lots abut a hillside open-space parcel owned by the Homeowner’s Association and the rear portions of both lots are steeply sloped and undeveloped. When the Bigwood Subdivision was platted the approximate location of slopes exceeding 25% was indicated and plat note #5 stated “The building envelope for each lot...shall not encroach into any area with a slope greater than 25 percent,” and note #6 stated the exact location of the 25% slope was to be field determined prior to issuing a building permit. The front and side setbacks were also required to be greater than typical for the zoning district.

In 1990 425 N. Bigwood applied for an received Lot Line Shift approval (LLS90-030) to amend the building envelope; the envelope was



enlarged to reduce the side setbacks from 20' to 15' and the building envelope was permitted a partial encroachment into an area of 25% or greater slope. The application materials and Findings of Fact associated with permit LLS90-030 are missing but a city database reflects "waiver request approved". A waiver has been required for building envelopes to encroach into areas of 25% or greater slope since 1979 (Ord. 316, 1979) presumably waiver referenced in the city database was to allow the encroachment into a steeply sloped area. The residence was constructed in 1994 and an addition was constructed in 2006.

Both parcels are zoned Short Term Occupancy – 1 Acre (STO-1), a legacy zoning district reflecting a (1) acre minimum lot size and an early version of short term rental regulations that have since been repealed from the city's zoning code. Despite multiple parcels within Bigwood Subdivision containing steeply sloped sites, no parcels within the subdivision are included in the Mountain Overlay zoning district. Some parcels have had site-specific avalanche studies completed, but the subdivision and the subject parcels are not within the city's Avalanche Overlay zoning district. Therefore, the review required for this proposal consists of the Lot Line Shift proposal with waiver request.

Both parcels will meet zoning code dimensional standards upon approval of the Lot Line Shift request. Recommended conditions of approval #1 and #2 note that the existing non-conforming exterior lighting fixtures are required to be brought into conformance prior to recording the Final Plat and that the Final Plat shall be recorded prior to issuance of a Building Permit for the proposed addition.

ANALYSIS

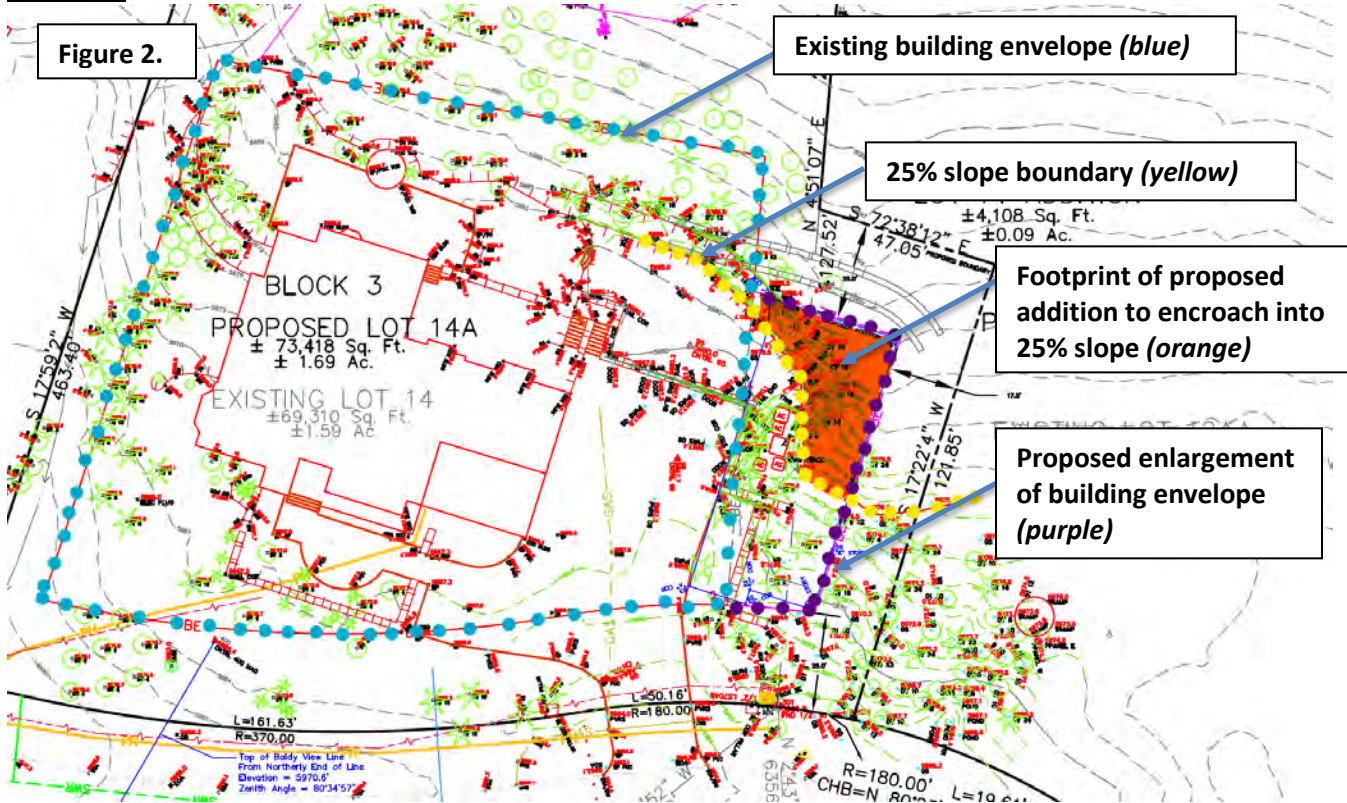


Figure 2., an excerpt of the Preliminary Plat prepared by Alpine Enterprises Inc. and annotated by staff, highlights the existing building envelope, the proposed enlargement of the building envelope, the 25% slope boundary, and the footprint of the proposed addition that would encroach into the 25% sloped area if approved.

A survey of existing site conditions, a full resolution copy of the Preliminary Plat, and detailed site plans, landscaping plans, and architectural plans (including sections, elevations, and renderings) of the proposed addition are attached to this staff report so that the Commission may evaluate the building envelope amendment proposal and request for additional encroachment into the 25% slope in context.

The subdivision ordinance states that building envelopes shall be located in areas of 25% slope or less but includes a specific allowance for property owners to request a waiver from this standard to accommodate small, isolated areas of 25% within a building envelope (§16.05.050.F.2). The Commission's role is to evaluate the waiver request against the purposes of the subdivision ordinance and the intent of the mountain overlay design district. Note: the properties are not located in the mountain overlay district but the staff analysis in **Table 1** nevertheless evaluates the proposal against mountain overlay purpose and intent.

Detailed findings for Preliminary Plat subdivision standards, the building envelope waiver, and waiver standards are contained in Attachment C, Findings of Fact, Conclusions of Law, and Decision.

All city departments have reviewed the proposal and have no substantive concerns or comments. The city engineer requests one minor labeling change to the Preliminary Plat and has noted that removal of trees from the city Right of Way is required in order to conform with the residential right of way standards. City department comments are contained in Attachment A.

The city received one inquiry about the proposal and upon explanation of the proposal the party had no concerns or comments.

STAFF RECOMMENDATION

After holding a public hearing and considering public comment, staff recommends approval of the requests to move to lot line eastward, to amend the building envelope, and to allow the building envelope to encroach into the area of 25% slope as proposed.

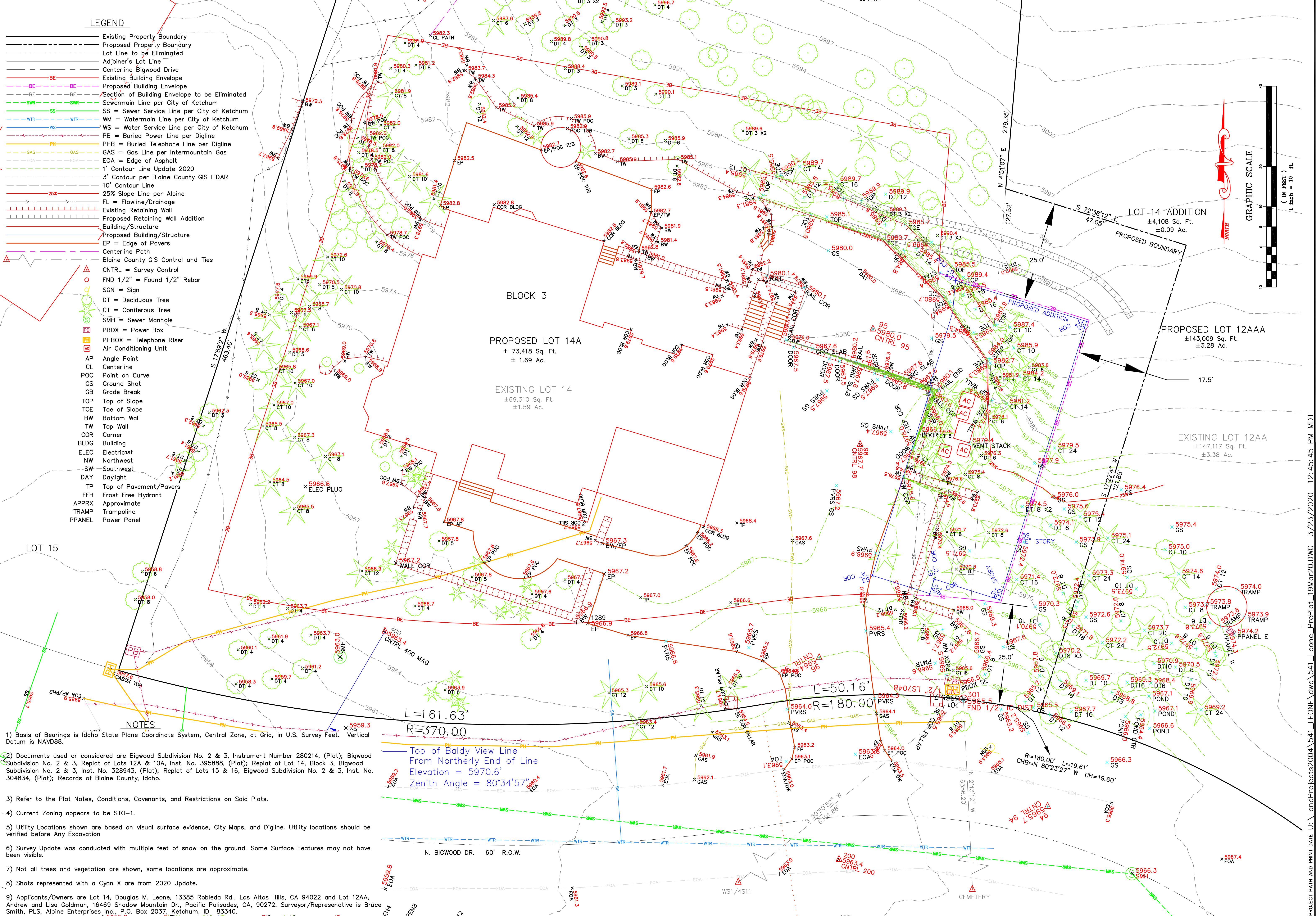
Staff recommends adopting the Findings of Fact and Conclusions of Law as drafted and with any amendments desired by the Commission.

Attachment D.

Excerpts from the design plans for the proposed addition to 425 N. Bigwood Drive

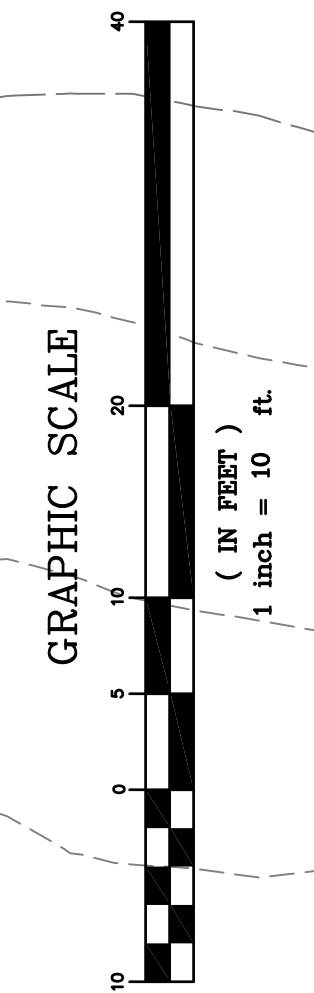
(complete set of plans can be viewed here:

<https://mccmeetings.blob.core.usgovcloudapi.net/ketchid-pubu/MEET-Packet-8956c02b8ac84f908bf53961f4b548b5.pdf>)



LEGEND

- Existing Property Boundary
- - - Proposed Property Boundary
- Lot Line to be Eliminated
- Adjoiner's Lot Line
- Centerline Bigwood Drive
- Existing Building Envelope
- Proposed Building Envelope
- Section of Building Envelope to be Eliminated
- Sewermain Line per City of Ketchum
- SS = Sewer Service Line per City of Ketchum
- WM = Watermain Line per City of Ketchum
- WS = Water Service Line per City of Ketchum
- PB = Buried Power Line per Digline
- PHB = Buried Telephone Line per Digline
- GAS = Gas Line per Intermountain Gas
- EOA = Edge of Asphalt
- 1' Contour Line Update 2020
- 3' Contour per Blaine County GIS LIDAR
- 10' Contour Line
- 25% = 25% Slope Line per Alpine
- FL = Flowline/Drainage
- Existing Retaining Wall
- Proposed Retaining Wall Addition
- Building/Structure
- Proposed Building/Structure
- EP = Edge of Pavers
- Centerline Path
- Blaine County GIS Control and Ties
- △ CNTRL = Survey Control
- FND 1/2" = Found 1/2" Rebar
- SGN = Sign
- DT = Deciduous Tree
- CT = Coniferous Tree
- SMH = Sewer Manhole
- PBOX = Power Box
- PHBOX = Telephone Riser
- ACU = Air Conditioning Unit
- AP = Angle Point
- CL = Centerline
- POC = Point on Curve
- GS = Ground Shot
- GB = Grade Break
- TOP = Top of Slope
- TOE = Toe of Slope
- BW = Bottom Wall
- TW = Top Wall
- COR = Corner
- BLDG = Building
- ELEC = Electricast
- NW = Northwest
- SW = Southwest
- DAY = Daylight
- TP = Top of Pavement/Pavers
- FFH = Frost Free Hydrant
- APPRX = Approximate
- TRAMP = Trampoline
- PPANEL = Power Panel



- NOTES**
- 1) Basis of Bearings is Idaho State Plane Coordinate System, Central Zone, at Grid, in U.S. Survey Feet. Vertical Datum is NAVD88.
 - 2) Documents used or considered are Bigwood Subdivision No. 2 & 3, Instrument Number 280214, (Plat); Bigwood Subdivision No. 2 & 3, Replat of Lots 12A & 10A, Inst. No. 395888, (Plat); Replat of Lot 14, Block 3, Bigwood Subdivision No. 2 & 3, Inst. No. 328943, (Plat); Replat of Lots 15 & 16, Bigwood Subdivision No. 2 & 3, Inst. No. 304834, (Plat); Records of Blaine County, Idaho.
 - 3) Refer to the Plat Notes, Conditions, Covenants, and Restrictions on Said Plats.
 - 4) Current Zoning appears to be ST0-1.
 - 5) Utility Locations shown are based on visual surface evidence, City Maps, and Digline. Utility locations should be verified before Any Excavation
 - 6) Survey Update was conducted with multiple feet of snow on the ground. Some Surface Features may not have been visible.
 - 7) Not all trees and vegetation are shown, some locations are approximate.
 - 8) Shots represented with a Cyan X are from 2020 Update.
 - 9) Applicants/Owners are Lot 14, Douglas M. Leone, 13385 Robleda Rd., Los Altos Hills, CA 94022 and Lot 12AA, Andrew and Lisa Goldman, 16469 Shadow Mountain Dr., Pacific Palisades, CA, 90272. Surveyor/Representative is Bruce Smith, PLS, Alpine Enterprises Inc., P.O. Box 2037, Ketchum, ID 83340.

$L=161.63'$
 $R=370.00$
 Top of Baldy View Line
 From Northern End of Line
 Elevation = 5970.6'
 Zenith Angle = 80°34'57"

$L=50.16'$
 $R=180.00$

$R=180.00'$
 $CHB=N 80°23'27" W$
 $CH=19.60'$

$L=128.9'$
 $R=128.9'$

PROJECT PATH AND PRINT DATE U:\LandProjects\2004\541\LEONE\dwg\541_Leone_PrePlat_19Mar20.DWG 3/23/2020 12:45:45 PM MDT

A PRELIMINARY PLAT SHOWING
 LOT 14A & LOT 12AAA, BLK 3, BIGWOOD SUBDIVISION NO. 2 & 3
 WITHIN S1, T.4N., R.17E., B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO
 PREPARED FOR WILLIAMS PARTNERS ARCHITECTS, THE LEONE RESIDENCE

Alpine Enterprises Inc.
 Surveying, Mapping and Natural Hazards Consulting
 660 Bell Dr., Unit 1
 P.O. Box 2037, Ketchum, ID 83340 USA
 (208) 727-1988
 email alpine7@mindspring.com

PROFESSIONAL LAND SURVEYOR
 7048
 13APR20
 STATE OF IDAHO
 BRUCE SMITH

NO	DATE	BY	REVISIONS

Sheet 1 of 1

GRADING + DRAINAGE LEGEND

- EXISTING CONTOURS
- - - PROPOSED CONTOURS
- - - LIMIT OF DISTURBANCE
- - - CONSTRUCTION SILT FENCE
- ← DIRECTION OF DRAINAGE
- FFE 00.00 FINISH FLOOR ELEVATION
- GS 00.00 GARAGE SLAB ELEVATION
- +00.00 SPOT ELEVATION - FINISH GRADE
- TW 00.00 TOP OF WALL ELEVATION
- BW 00.00 BOTTOM OF WALL ELEVATION
- DW DRYWELL - 1 @ 24"
Refer to Geotech/Civil plans and specifications
- AD AREA DRAIN - 1 @ 12"
Tie into drywells or foundation drainage system
Refer to Geotech/Civil plans and specifications
- 4" ADS DRAINLINES
Connect to catch basins/drywells or foundation drainage system.

HARDSCAPES

- MASONRY PARAPET/SITE WALL
VENUEER - TO MATCH EXISTING ARCHITECTURE
- DRystack RETAINING WALL
TO MATCH EXISTING
- PAVERS
TO MATCH EXISTING

GRADING + RE-VEGETATION NOTES

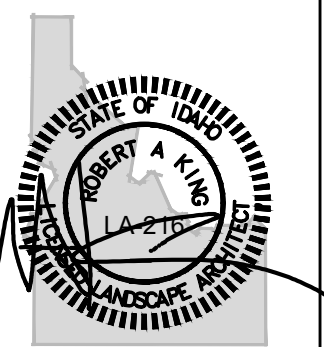
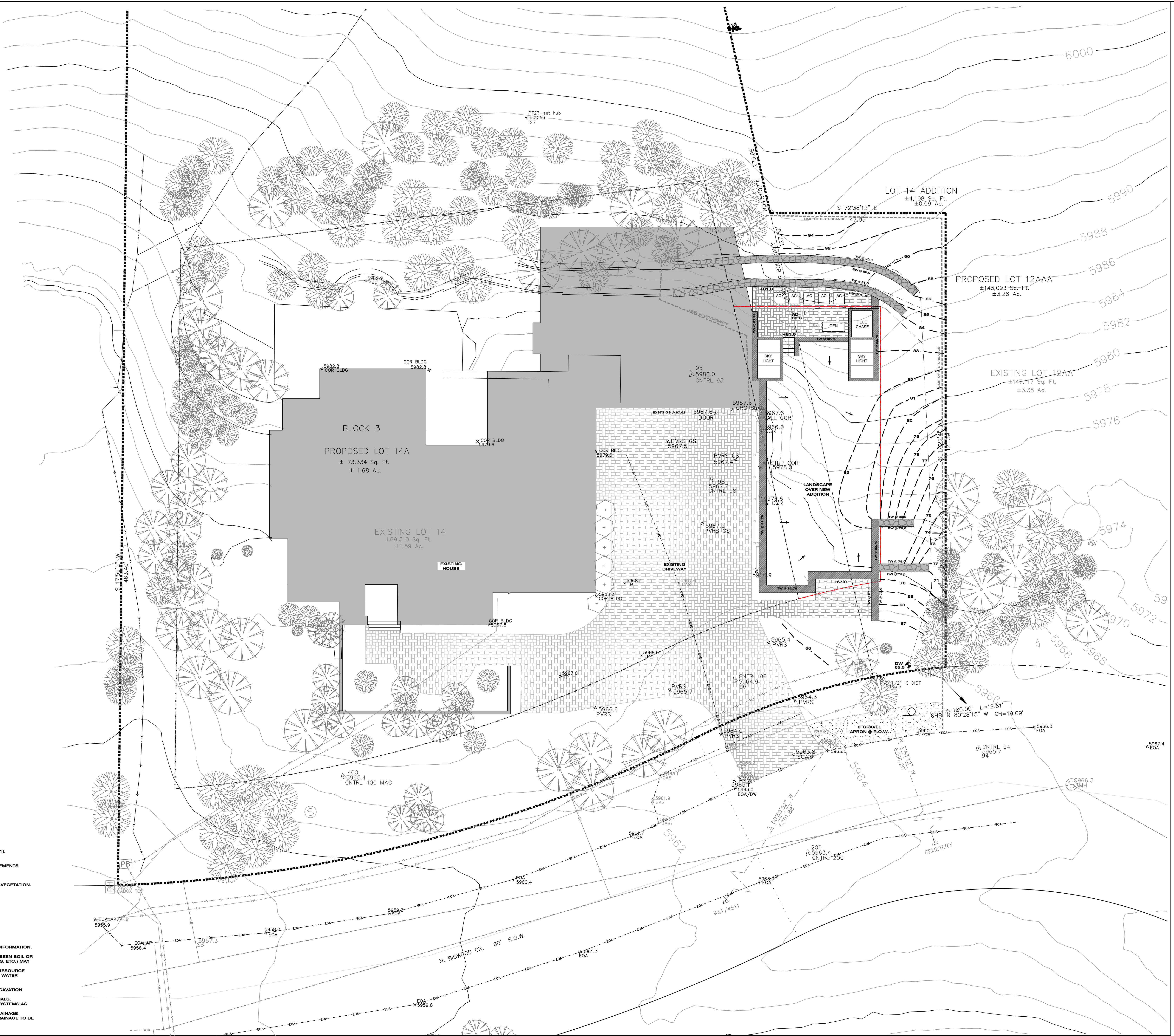
1. ALL DISTURBED AREAS TO BE RESEED WITH A FESCUE - CANADIAN BLUEGRASS MIX, AND IRRIGATED UNTIL ESTABLISHED.
2. PROPOSED WORK TO INCORPORATE ALL APPLICABLE BEST MANAGEMENT PRACTICES (BMP'S) TO PROTECT RESOURCE VALUES AND TO ENSURE COMPLIANCE WITH LOCAL, STATE AND FEDERAL REGULATORY REQUIREMENTS AND WATER QUALITY STANDARDS.
3. SILT FENCE TO BE INSTALLED ALONG MHW AND RIPARIAN SETBACK PRIOR TO EXCAVATION WORK.
4. UNDISTURBED NATIVE VEGETATION TO BE PRESERVED.
5. EXISTING IRRIGATION SYSTEM TO BE UTILIZED AND MODIFIED AS NECESSARY TO ENSURE SUCCESSFUL RE-VEGETATION.

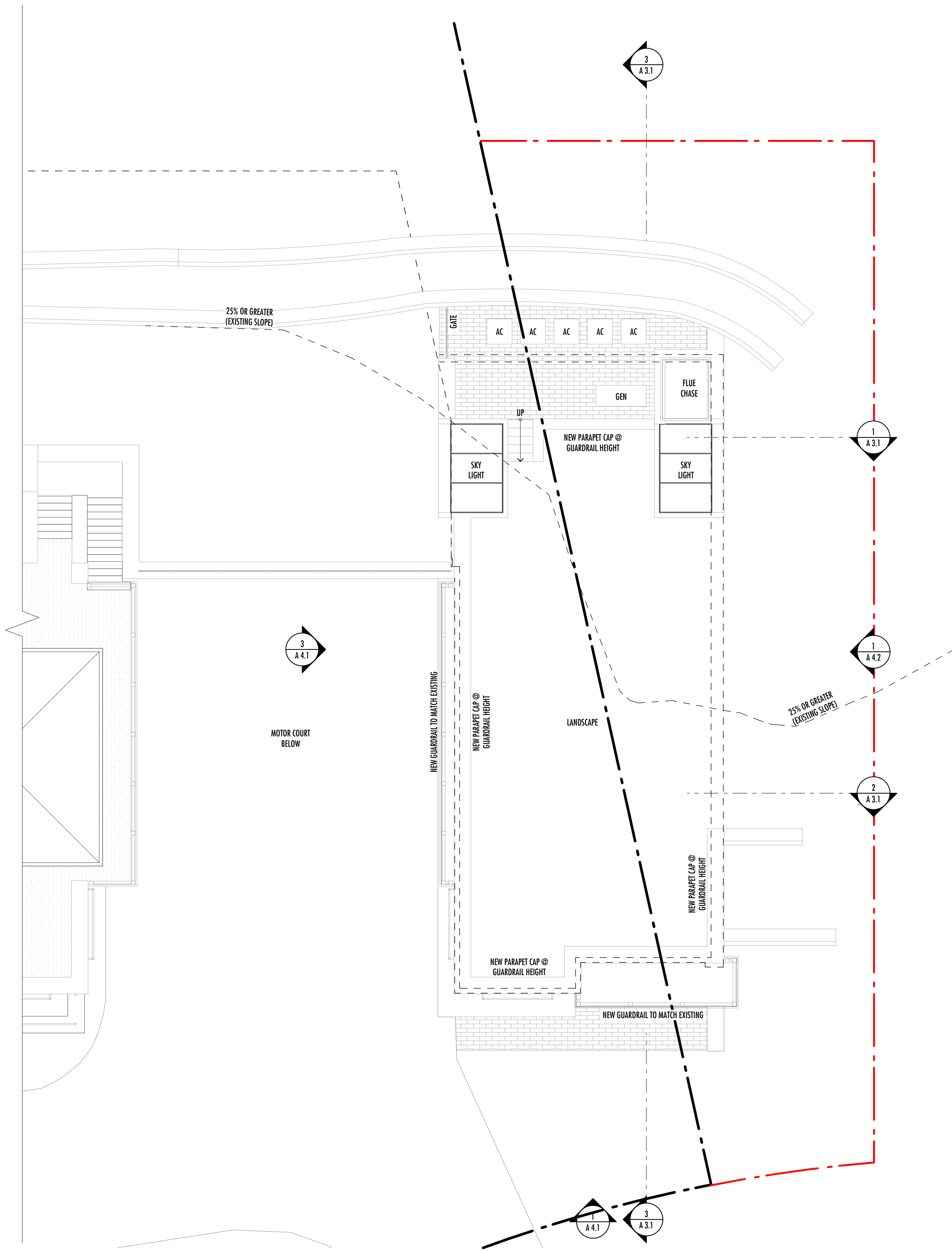
GRADING + DRAINAGE NOTES:

1. ALL SITE INFORMATION IS APPROXIMATE ONLY. REFER TO CIVIL ENGINEERING DRAWINGS FOR ADDITIONAL INFORMATION. ALL ELEVATIONS TO BE FIELD VERIFIED ACCORDINGLY.
2. REFER TO GEOTECH REPORT FOR INFORMATION REGARDING SOIL AND SUB-SURFACE CONDITIONS. UNFORSEEN SOIL OR SUB-SURFACE CONDITIONS (INCLUDING BEDROCK, POOR SOIL STRUCTURE, SUB-SURFACE WATER, UTILITIES, ETC.) MAY REQUIRE FIELD ADJUSTMENTS TO THE PROPOSED DESIGN INCLUDING GRADING AND DRAINAGE SYSTEMS.
3. PROPOSED WORK TO INCORPORATE ALL APPLICABLE BEST MANAGEMENT PRACTICES (BMP'S) TO PROTECT RESOURCE VALUES AND TO ENSURE COMPLIANCE WITH LOCAL, STATE AND FEDERAL REGULATORY REQUIREMENTS AND WATER QUALITY STANDARDS.
4. SILT FENCE TO BE INSTALLED ALONG MHW AND RIPARIAN SETBACK PRIOR TO EXCAVATION WORK.
5. UTILITY LOCATIONS ARE APPROXIMATE AND MUST BE LOCATED AND VERIFIED IN THE FIELD PRIOR TO ANY EXCAVATION WORK.
6. ALL PLANTING AREAS TO BE AERATED AFTER CONSTRUCTION AND PRIOR TO INSTALLATION OF PLANT MATERIALS.
7. FINISH GRADE TO SLOPE AWAY FROM BUILDING IN ALL CASES, AND DIRECTED TO DRAINAGE PATTERNS OR SYSTEMS AS SHOWN.
8. ALL DRAINAGE WITHIN THE PROJECT BOUNDARIES TO BE COLLECTED ON-SITE OR DIRECTED TO EXISTING DRAINAGE PATTERNS AS DEPICTED ON THE GRADING PLAN AND/OR CIVIL ENGINEERING DRAWINGS. NO ADDITIONAL DRAINAGE TO BE DIRECTED ONTO NEIGHBORING PROPERTIES.

GRADING PLAN

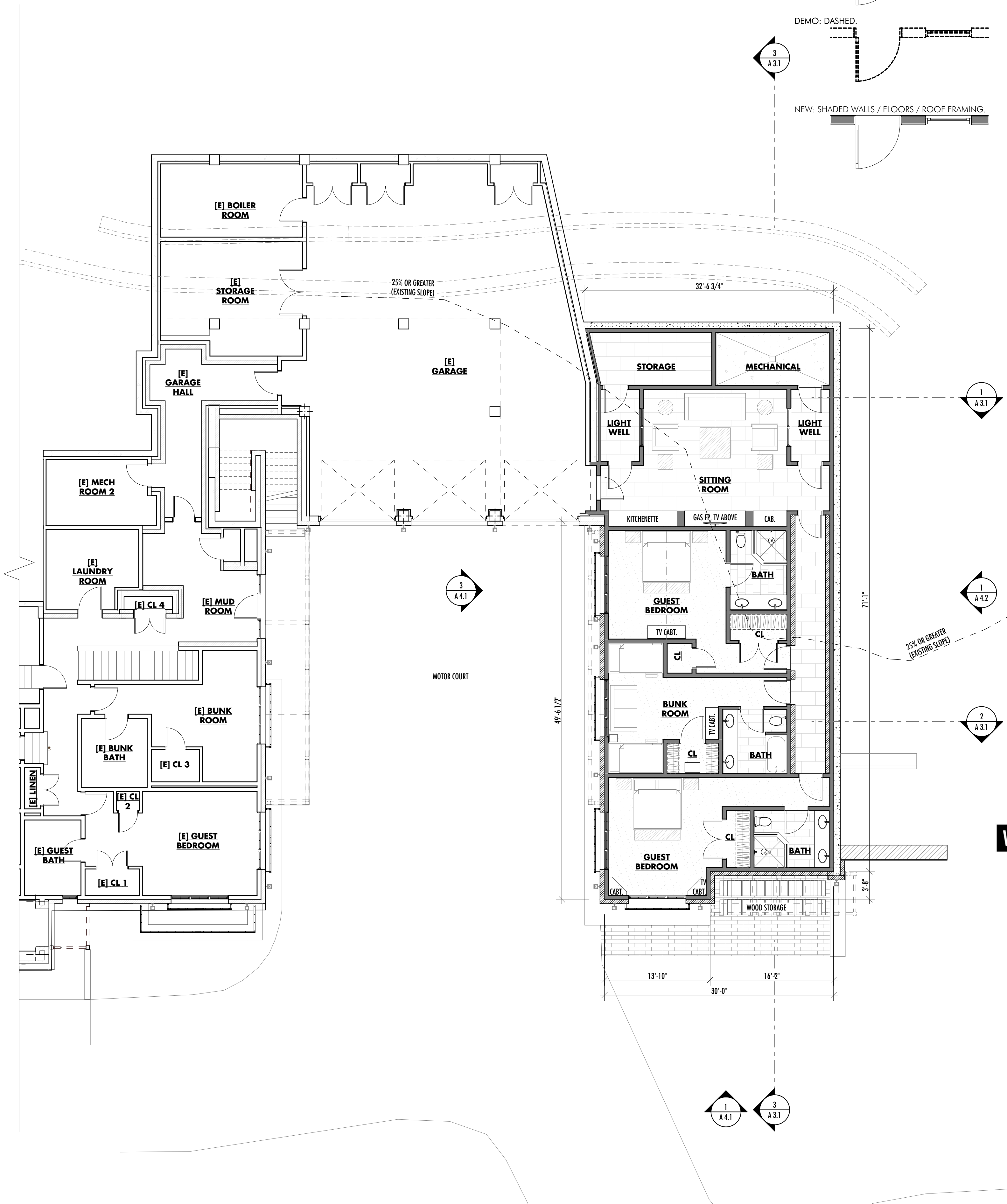
SCALE: 1" = 10' - 0"





PROPOSED ROOF PLAN
SCALE: 1/8" = 1'-0"

2



PROPOSED FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

1

north

Y:\Leone\04 - BIM Project Files\Leone Residence.pln

Leone Residence Addition

425 North Bigwood Drive, Ketchum, Idaho

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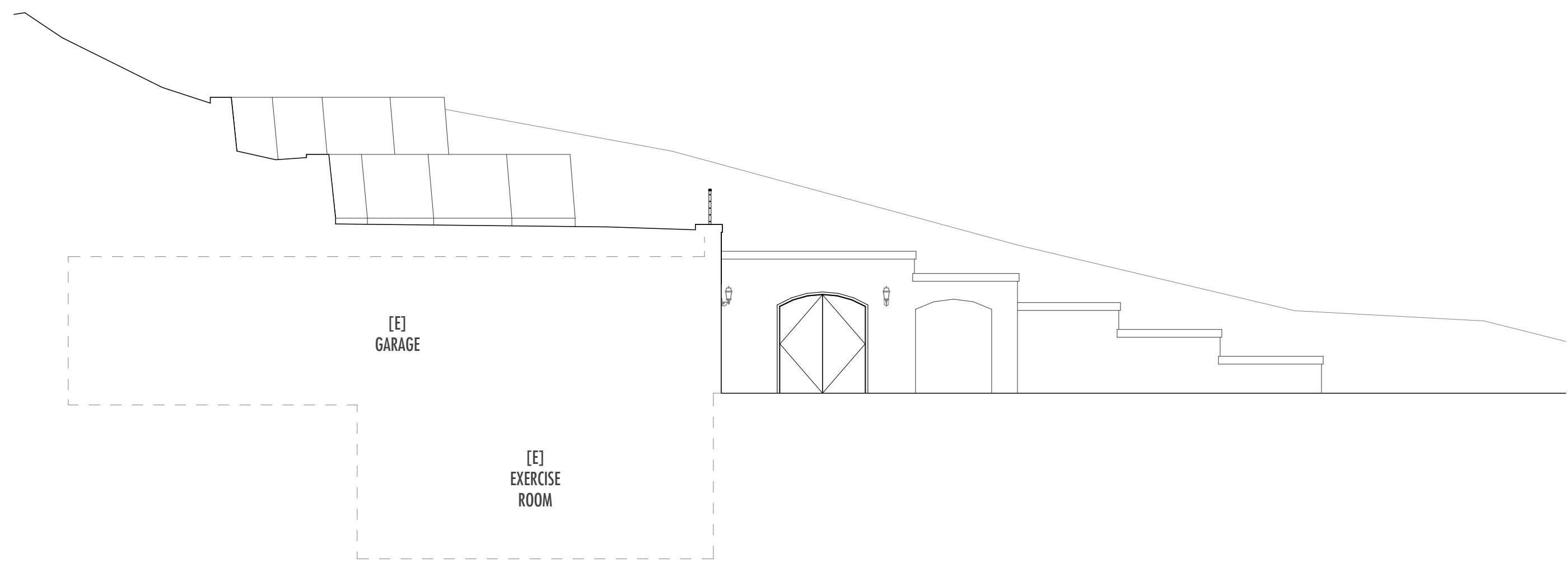
DRAWINGS
DATE: 03/11/2020
ISSUED: PROPOSED PROP. LINE SHIFT, REV'D
03/31/2020
BIGWOOD DESIGN REVIEW
04/13/2020
CITY OF KETCHUM LOT LINE SHIFT

REVISIONS
NUMBER: DATE:

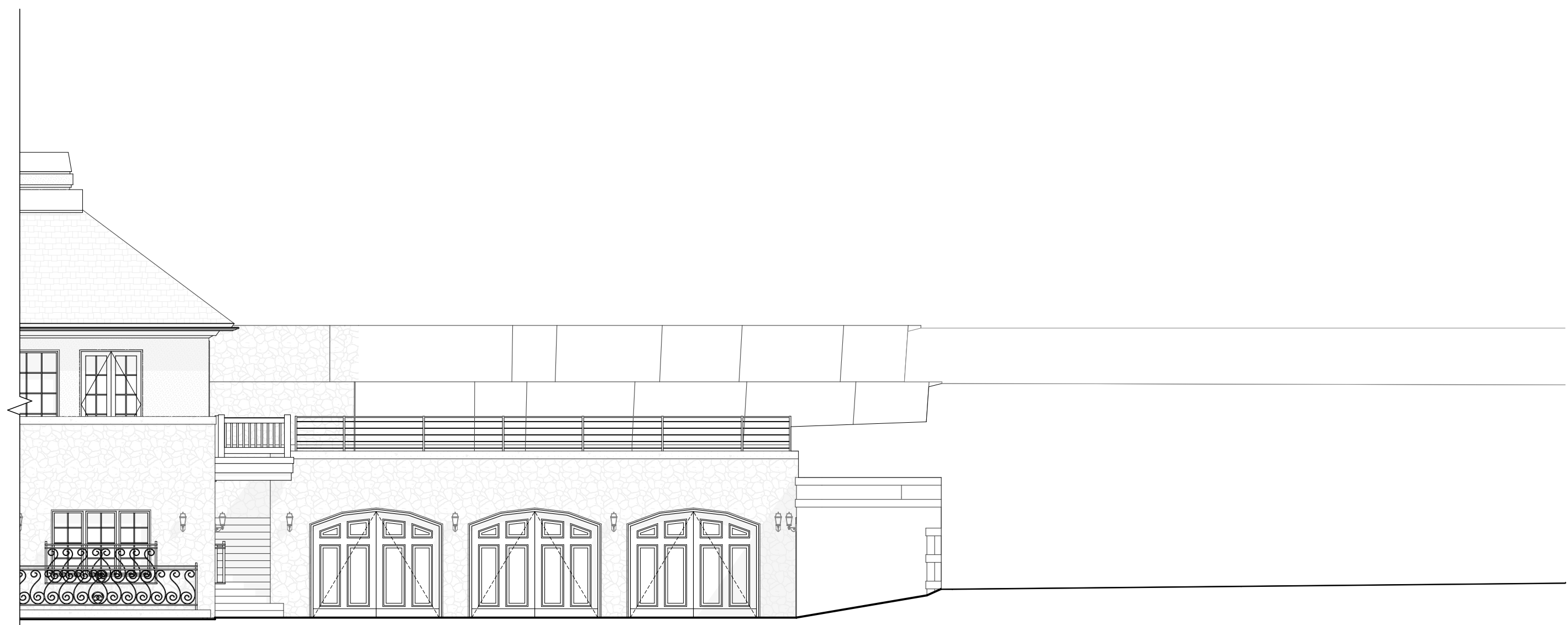
A 2.1

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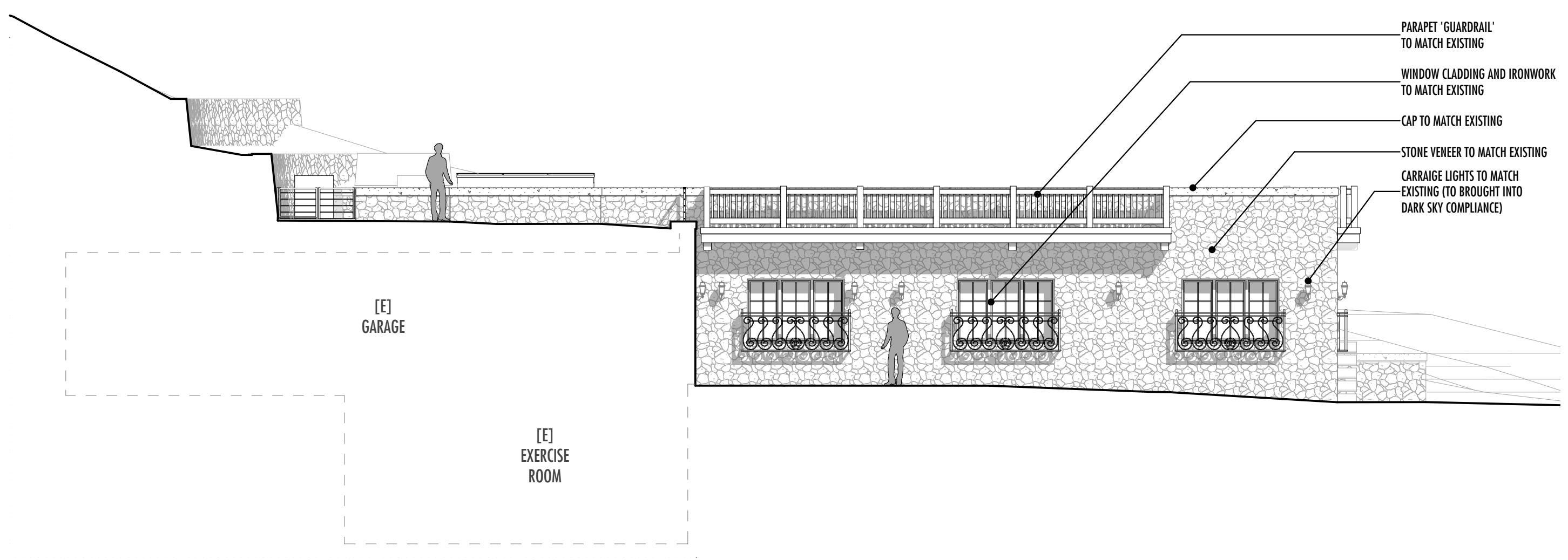
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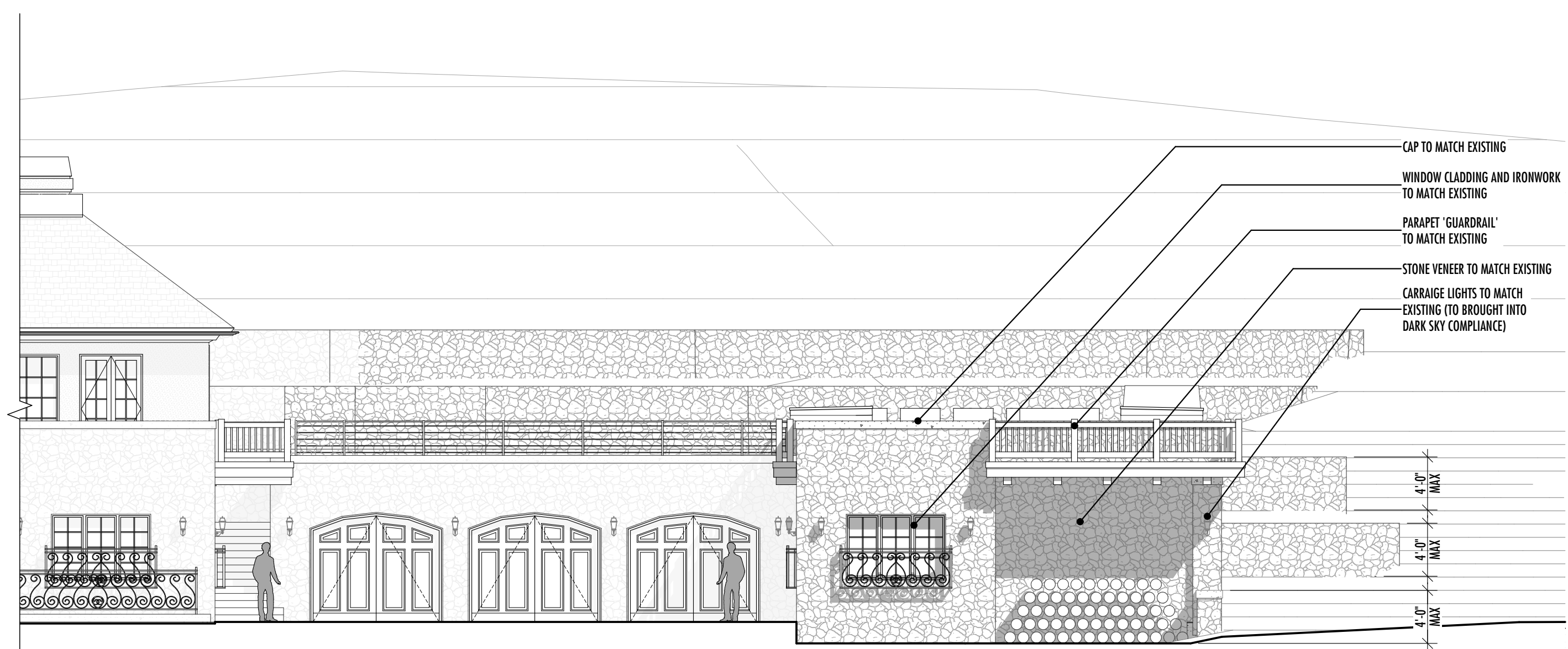
EXISTING WEST ELEVATION
SCALE: 1/8" = 1'-0" 4



EXISTING SOUTH ELEVATION
SCALE: 1/8" = 1'-0" 2



PROPOSED WEST ELEVATION
SCALE: 1/8" = 1'-0" 3



PROPOSED SOUTH ELEVATION
SCALE: 1/8" = 1'-0" 1

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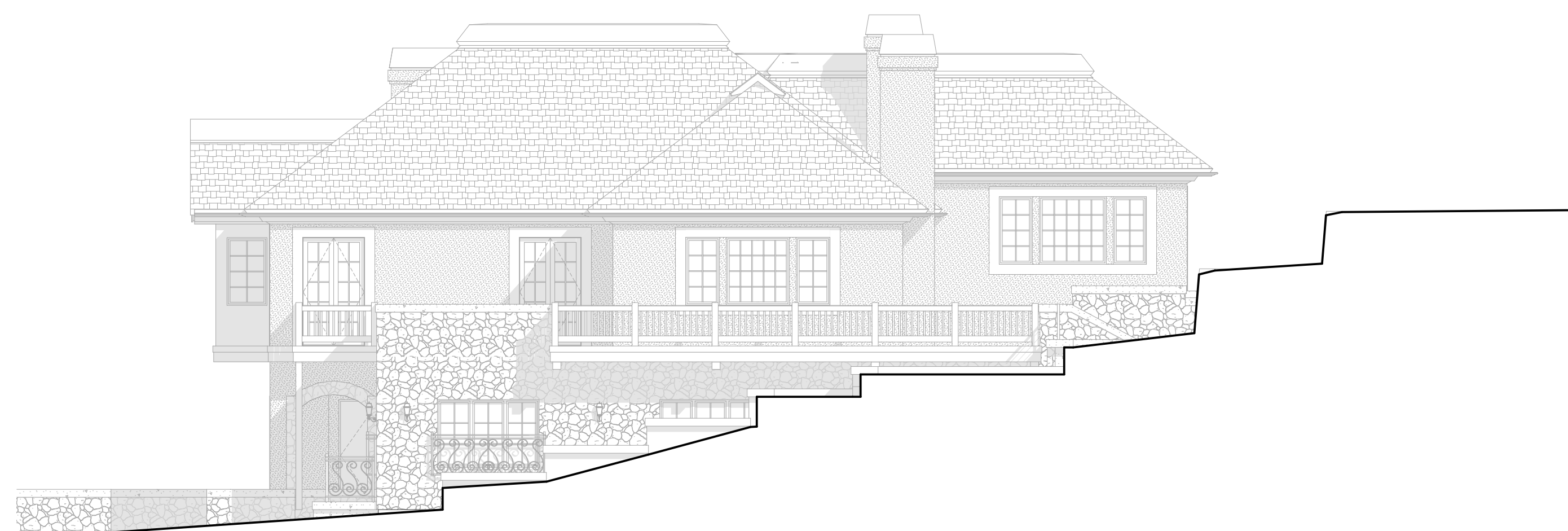
EXTERIOR ELEVATIONS

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EXTERIOR MATERIALS: TO MATCH EXISTING AS LABELED IN THE EXISTING PHOTO ABOVE



EXISTING EAST ELEVATION
SCALE: 1/8" = 1'-0"

2



PROPOSED EAST ELEVATION
SCALE: 1/8" = 1'-0"

1

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EXTERIOR ELEVATIONS

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VIEW FROM DRIVEWAY APPROACH



VIEW LOOKING NORTHEAST TOWARDS ADDITION



VIEW FROM SOUTH PATIO



VIEW FROM NORTH TERRACE

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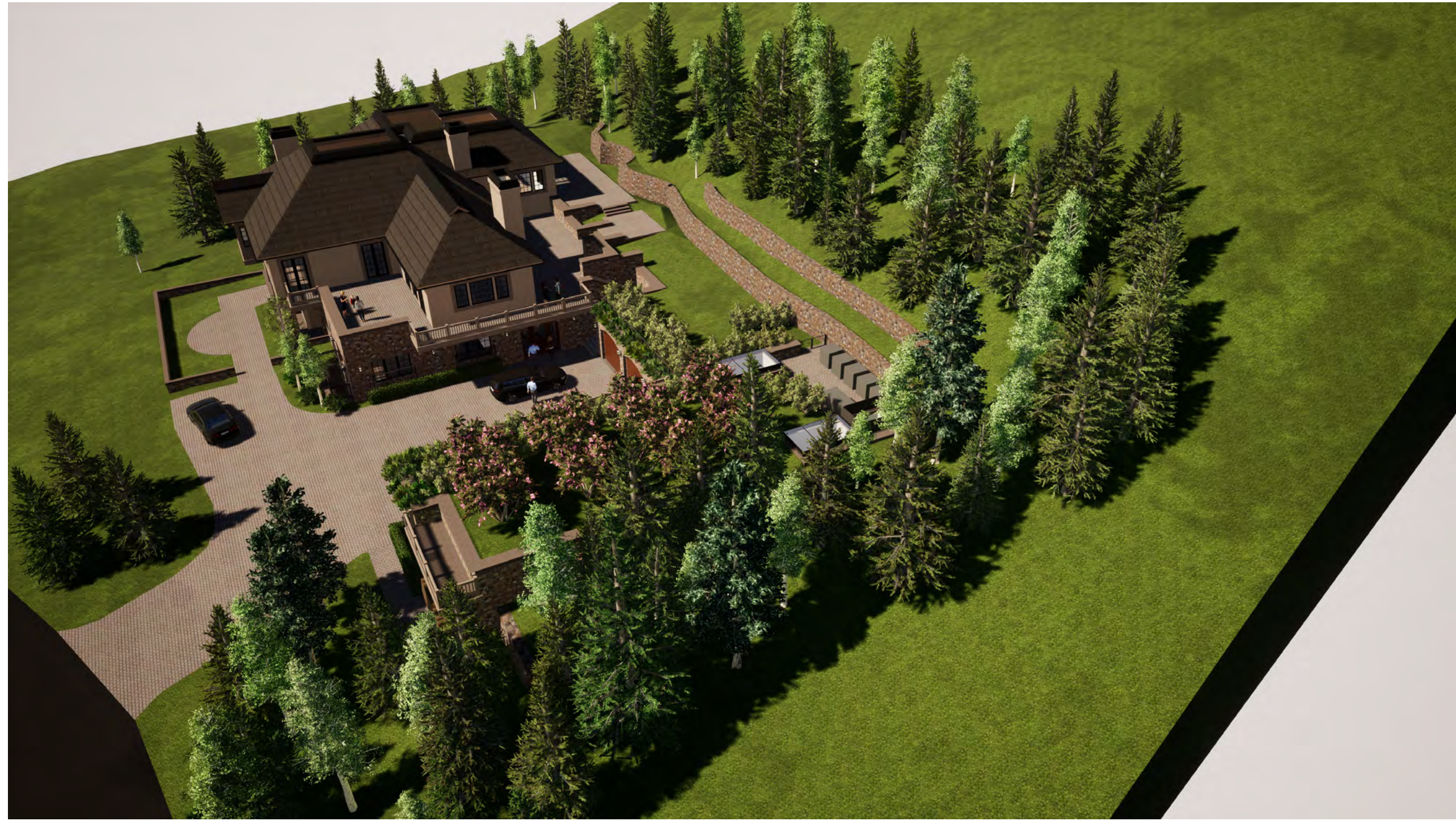
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A 5.1

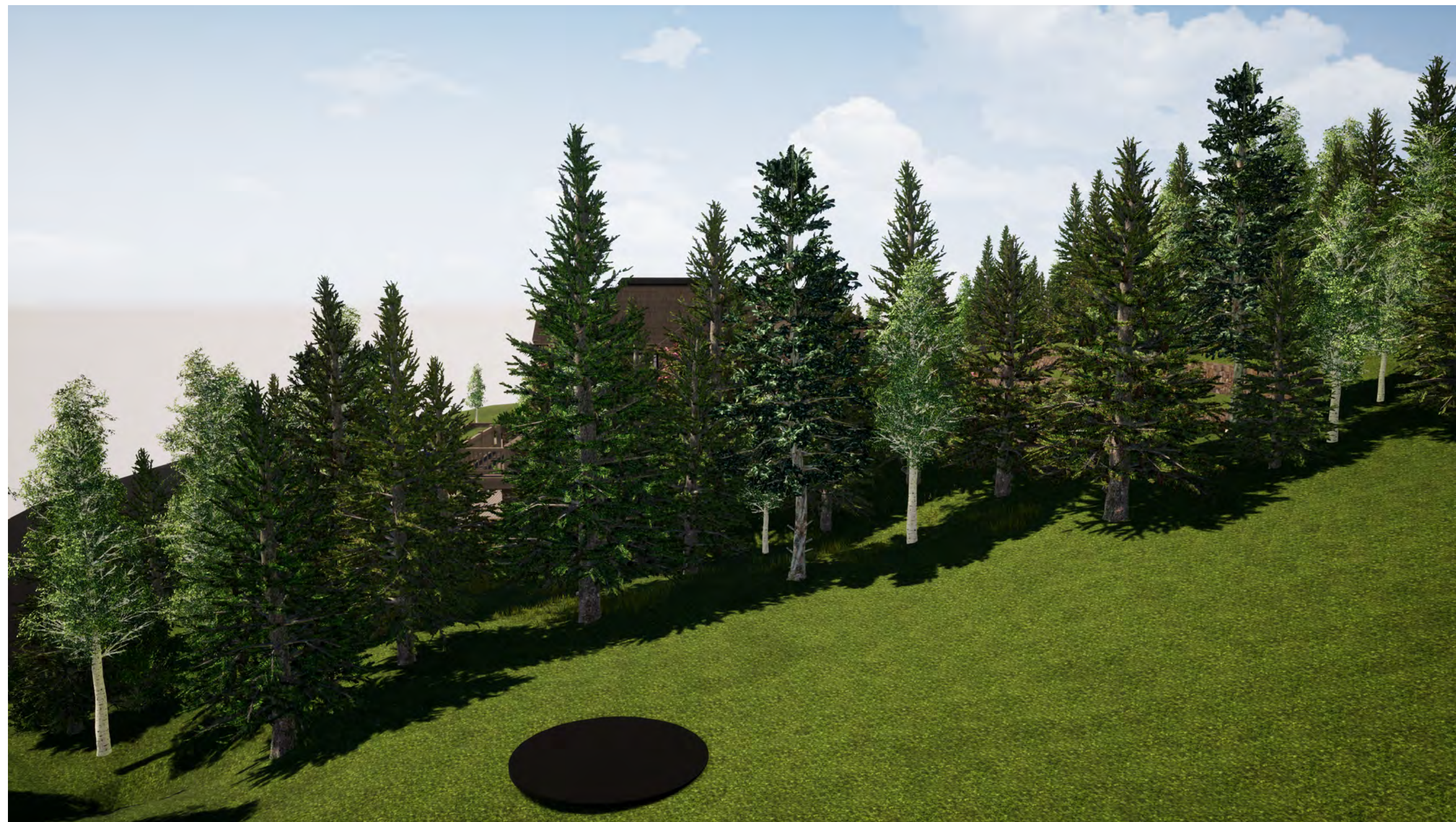
3D VIEWS



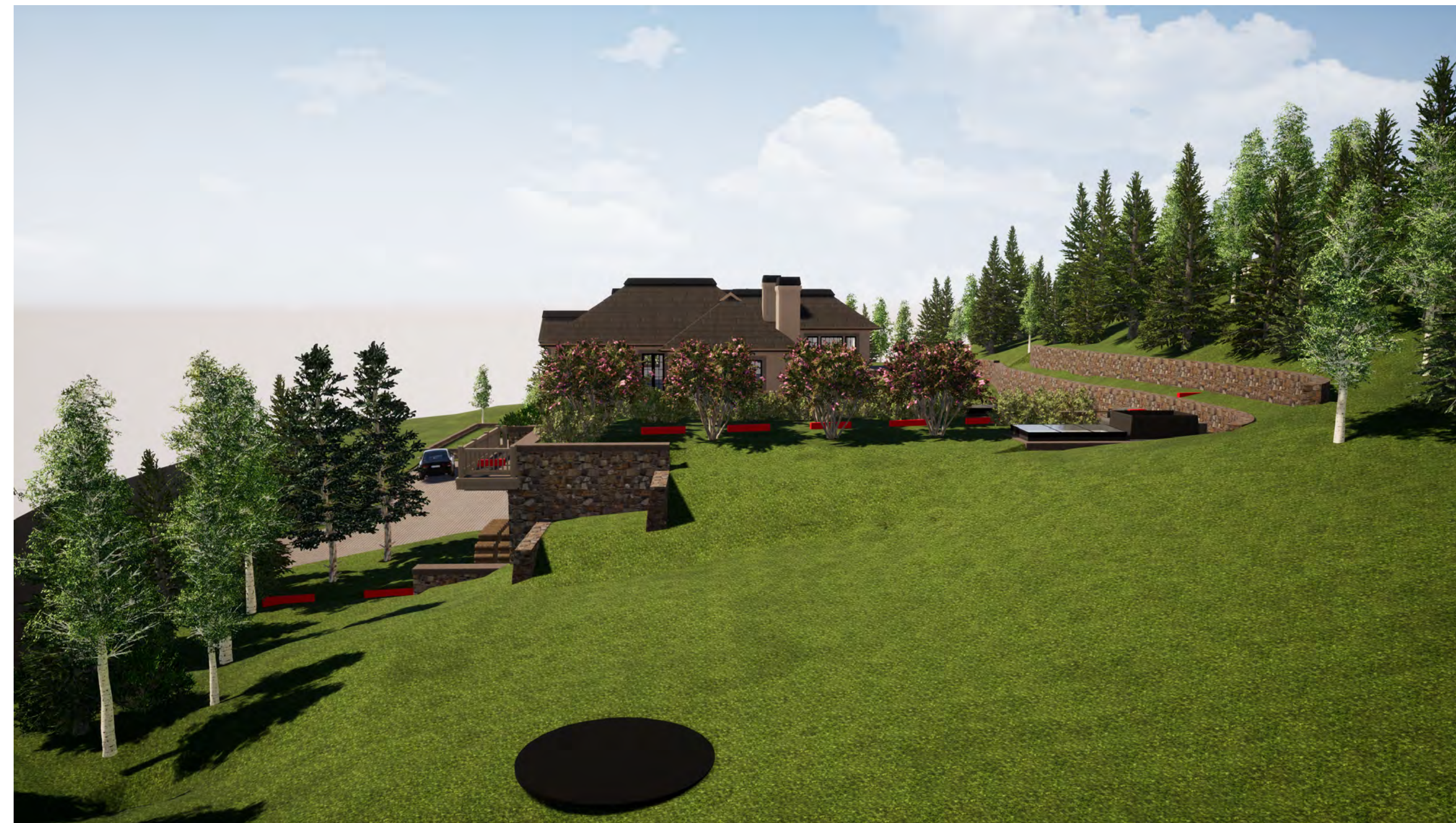
AERIAL VIEW, WITH TREES



AERIAL VIEW, WITHOUT TREES
(RED "LINE" REPRESENTS EXISTING PROPERTY LINE)



VIEW FROM NEIGHBOR, WITH TREES



VIEW FROM NEIGHBOR, WITHOUT TREES
(RED "LINE" REPRESENTS EXISTING PROPERTY LINE)

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