



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: May 19, 2025 Staff Member/Dept: Ben Whipple/Administration

Agenda Item: Recommendation to approve Memorandum of Understanding 25-005 for the reimbursement of infrastructure improvements on Main Street

Recommended Motion:

"I move to approve Memorandum of Understanding 25-005 for the reimbursement of infrastructure improvements by Solstice Homes Utah for Main Street infrastructure improvements.

Reasons for Recommendation:

- The 4th & Main building is under construction as the city undertakes the reconstruction of Main Street and public right of way improvements.
- The developer has agreed to reimburse the city for the public right of way work it would have been responsible for if the city were not completing the Main Street project.

Sustainability Impact:

None OR state impact here: NONE

Financial Impact:

None OR Adequate funds exist in account:	Solstice Homes Utah reimbursement will be applied to Main Street project account #03-4193-7135
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Attachments:

1. Memorandum of Understanding 25-005

MEMORANDUM OF UNDERSTANDING

25-005

Between the City of Ketchum and 4th & Main Project

This Memorandum of Understanding (MOU) is made and entered into by and between the City of Ketchum ("City") and the Solstice Homes Utah ("Developer"). The purpose of this MOU is to clarify the roles, responsibilities, and mutual understanding regarding infrastructure improvements associated with the 4th & Main development project, located at the corner of 4th Street and Main Street in Ketchum, Idaho.

1. Purpose

This MOU outlines the respective obligations of the City and the Developer for off-site infrastructure work to be completed on Main Street in front of the 4th & Main project. The goal is to coordinate responsibilities to ensure completion of improvements that meet the City's standards and public infrastructure requirements.

2. Scope of Work

A. City of Ketchum Responsibilities

The City agrees to perform the following tasks:

- Demolition of existing curb and gutter
- Site grading
- Installation of conduits and sleeves for irrigation and electrical
- Installation of electrical junction box
- Backfill to grade including granular subbase and aggregate base
- Installation of rolled curb and gutter
- Install Silva cell fabric, mesh, clips, and structure
- Preparation of ground for tree installation
- Installation of bike push button at bulb-out with foundation
- Installation of light pole foundation

B. 4th & Main Project Responsibilities

The Developer agrees to perform or coordinate the following tasks:

- Installation of irrigation for 3 trees and 2 pedestrian lights (*IME/Bigwood to run irrigation most of the way*)
- Installation of electrical service for 3 tree outlets and 2 pedestrian lights (*IME/E1 to run electrical most of the way*)
- Installation of snowmelt system and pavers
- Installation of tree grate frames and tree grates
- Tree planting
- Installation of sleeves for bike rack and bench
- Installation of bike rack and bench
- Installation of pedestrian lights

C. Procurement

The City of Ketchum agrees to procure the following materials:

- Pedestrian lights
- Tree grates and frames
- Trees
- Bench
- Bike Rack

3. Cost Estimate and Addendum

An estimated cost breakdown for the infrastructure improvements described herein is attached as Addendum A. This estimate is provided for planning purposes only. Final costs may vary based on material prices, contractor availability, or unforeseen construction conditions. Each party shall be responsible for their associated work costs as described in this MOU.

4. General Provisions

This MOU is not a legally binding agreement, but it reflects the good-faith understanding between the City and the Developer to ensure timely and effective project coordination and

execution. Any changes to this understanding should be documented in writing and acknowledged by both parties.

4th & Main Project

By: _____

Chris Ensign, Owner/Representative

City of Ketchum

By: _____

Neil Bradshaw, Mayor

Attest: _____

Trent Donat, City Clerk

ADDENDUM A

4th & Main

Description	Estimated Quantity	Unit	Unit Price	Extended Unit Price
REMOVALS				
Removal of Curb & Gutter	91	ft	\$ 13.50	\$ 1,228.50
ROADWAY & HARDSCAPE				
Granular Subbase	9	ton	\$ 140.00	\$ 1,260.00
3/4" Aggregate Type B for Base	13	ton	\$ 140.00	\$ 1,820.00
HMA PAVEMENT (PATHWAY)				
SP 6" Rolled Curb & Gutter	151	ft	\$ 85.00	\$ 12,835.00
Light Pole Foundation	2	ea	\$ 5,000.00	\$ 10,000.00
Electrical Junction Box	2	ea	\$ 1,380.00	\$ 2,760.00
SP Modular Suspended Pavement System (Silva Cell)	31	sy	\$ 627.59	\$ 19,455.29
CITY PROCUREMENT				
Pedestrian Lights	2	ea	\$ 7,850.00	\$ 15,700.00
Tree Grates (including frame, pattern, shipping)	2	ea	\$ 3,010.00	\$ 6,020.00
Trees	2	ea	\$ 1,270.00	\$ 2,540.00
Bench	1	ea	\$ 3,400.00	\$ 3,400.00
Bike Rack	1	ea	\$ 720.00	\$ 720.00
TOTAL				\$ 77,738.79