



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

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

Sustainability Impact:

Financial Impact:

<input type="text" value="None OR Adequate funds exist in account:"/>	<input type="text" value="The maximum estimated total in-kind cost of services provided by the city to the event producer equals about \$55,000. Adequate funds to cover this are available in the city’s FY 2025 contingency fund."/>
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Attachments:

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City of Ketchum

MEMORANDUM OF UNDERSTANDING 24-004

Between the City of Ketchum and Sun Valley Company for 2025 FIS Ski World Cup Finals

Effective on the ____ day of _____ 2024, this Memorandum of Understanding (“MOU”) is between Sun Valley Company, an Idaho general business, and the City of Ketchum, a political subdivision of the State of Idaho (“City”). This MOU is to be an attachment and addendum to a special event permit for Sun Valley Company’s 2025 World Cup Finals activities. This MOU is for the purpose of memorializing additional terms and conditions for this event. Sun Valley Company would like to conduct World Cup event activities in several public right-of-way locations near Warm Springs Lodge (201 Picabo St., Ketchum). The City desires to work with Sun Valley Company as event partners to ensure activities are viable, safe, and accessible to the community. Sun Valley Company World Cup events in the Warm Springs area of Ketchum would be beneficial to the community because the publicity and activities would positively affect local business and tourism. Most activities will be open to the public and programming will celebrate the community and its culture.

As a result, Sun Valley Company and the City memorialize the following:

To be provided by the City of Ketchum

- Use of Picabo Street, between the intersections of Ritchie Drive and Skiway Drive, beginning at 12:00 AM on Thursday, March 20, 2025, and ending on Friday, March 28, 2025, at 10:00 PM. Use of these spaces will be provided by the City free of application, road closure, reservation, facility, and music licensing fees.
- Use of public right-of-way or parking as event parking or public transport drop-off/pick-up spaces, where necessary to maintain safe, efficient travel routes throughout town. Use will be provided by the City without fee and will be allowed/activated at the City’s Administration, Fire, Streets, Facilities, and Police departments’ discretion.
- Fire permitting, inspections, and support at no charge to ensure event site plans and activities comply with fire code.
- General staff support to provide adequate infrastructure for the event producers and safety and access for the public, covering up to \$50,000 of City employee overtime and/or additional contract service fees incurred by the City, in the following areas:
 - fire, emergency medical services, and police support to maintain industry-standard emergency service in Ketchum city limits;
 - street closure plans, closure activation/deactivation, and traffic control;
 - snow removal on public streets and subsequent snow storage;
 - coordination of traffic control plans with Mountain Rides and other municipalities;
 - and communication support, including general public outreach and noticing affected property owners.

- Promotion of Sun Valley Company World Cup activities, including but not limited to:
 - Allowing Sun Valley Company to reserve and display World Cup street banners, lamp post banners, and Visitor Center window graphics at no charge and for longer than standard durations, at the discretion of City staff and pending availability.
 - Including Sun Valley Company World Cup event activity information in City communications, including websites, mass emails, and social media.

To be provided by Sun Valley Company

- Ensures all, or a portion of all, event activities are free and accessible to the public.
- Recognition of the City of Ketchum as an event partner in all event publications and promotions.
- Security services to prevent damage or theft in event areas throughout Sun Valley Company's World Cup activities.
- Provide additional portable restrooms, wash stations, and trash and recycling receptacles, as well as service for these amenities, as requested by the City to meet demand throughout the events.
- Adequate parking on private property, or within dedicated event right-of-ways, to store all event production and crew vehicles.
- Additional fire, emergency medical services, police, traffic control, and snow removal support if the City's costs for staff overtime or additional contract services exceed \$50,000 during World Cup events.
- Adopt, follow, and help promote traffic control and parking plans developed by City staff in coordination with surrounding municipalities.

Termination

This permit and MOU may be terminated at the option of either party upon sixty days' notice. The parties will communicate and reasonably cooperate to minimize and mitigate any relocation burdens in the event of such a termination.

Breach of permit conditions

In the event of a breach or violation of permit conditions, including this MOU, the City may notice and provide for remedies and/or termination per the City's special event permit policy.

Sun Valley Company

By: _____

Its: _____

City of Ketchum

By: _____

Its: _____