

Report Criteria:

Invoices with totals above \$0 included.

Only unpaid invoices included.

[Report].GL Account Number = "961000000"- "9844109930"

Vendor Name	Invoice Number	Description	Net Invoice Amount
CITY OF KETCHUM	7543	SALRY & BENFIT REIM 11-18 TO 12-29-23	22,708.78
Total 1650:			22,708.78
COMMUNITY LIBRARY	AGREEMENT	AGREEMENT #50023 FOR 4TH STREET	50,000.00
Total 1702:			50,000.00
ELAM & BURKE	205572	General Representation	728.00
ELAM & BURKE	205573	1st & Washington Profession Fees	7,091.50
Total 4561:			7,819.50
SUN VALLEY ECONOMIC DEVEL	1540	Quarterly Contribution	2,250.00
Total 3981:			2,250.00
WORKMAN AND COMPANY	019497	Audited Financial Statement KURA 2023	2,090.00
Total 5303:			2,090.00
Grand Totals:			84,868.28



CITY OF KETCHUM

P.O. Box 2315
Ketchum ID 83340
Phone: (208) 726-3841
Fax: (208) 727-5070

INVOICE

Date	Number	Page
01/05/2024	7543	1

Bill To: KETCHUM URBAN RENEWAL AGENCY
BOX 2315
KETCHUM ID 83340

Customer No. 410
Project:
Terms: Due Upon Receipt
Invoice Due Date: 01/05/2024

Quantity	Description	Unit Price	Net Amount
1	SALARY & BENEFIT REIMBURSEMENT 11-18 TO 12-29-23	22,708.78	22,708.78

Please remit payment via:
<https://www.ketchumidaho.org/administration/page/online-payments>
OR
City of Ketchum
PO Box 2315
Ketchum, ID 83340

Amount	22,708.78
Balance Due	<u>22,708.78</u>

Timesheet Register - KURA
Report Dates: 11/18/2023 - 12/29/2023

City of Ketchum

Report Criteria:
Activity Activity code = 415003,417002

Employee Number	Name	Date	Reference Number	Task Number	Activity Code	Activity Description	Hours	Pay Code	Comments
ANCONA, BAILEE									
1502	ANCONA, BAILEE	12/12/2023	2	1	415003	URA ADMINISTRATION	1.50		
	Total ANCONA, BAILEE:						1.50		
DONAT, TRENT									
1400	DONAT, TRENT	12/18/2023	2	14	415003	URA ADMINISTRATION	1.00		
	Total DONAT, TRENT:						1.00		
FRICK, SUZANNE									
1700	FRICK, SUZANNE	11/18/2023	1	14	415003	URA ADMINISTRATION	4.00		
1700	FRICK, SUZANNE	11/19/2023	1	14	415003	URA ADMINISTRATION	4.50		
1700	FRICK, SUZANNE	11/20/2023	1	14	415003	URA ADMINISTRATION	5.00		
1700	FRICK, SUZANNE	11/22/2023	1	14	415003	URA ADMINISTRATION	1.00		
1700	FRICK, SUZANNE	11/24/2023	1	14	415003	URA ADMINISTRATION	1.00		
1700	FRICK, SUZANNE	11/26/2023	1	14	415003	URA ADMINISTRATION	2.00		
1700	FRICK, SUZANNE	12/26/2023	1	14	415003	URA ADMINISTRATION	4.00		
1700	FRICK, SUZANNE	12/27/2023	1	14	415003	URA ADMINISTRATION	3.00		
1700	FRICK, SUZANNE	12/28/2023	1	14	415003	URA ADMINISTRATION	4.00		
1700	FRICK, SUZANNE	12/29/2023	1	14	415003	URA ADMINISTRATION	2.00		
1700	FRICK, SUZANNE	12/18/2023	1	14	415003	URA ADMINISTRATION	8.50		
1700	FRICK, SUZANNE	12/19/2023	1	14	415003	URA ADMINISTRATION	3.00		
1700	FRICK, SUZANNE	12/20/2023	1	14	415003	URA ADMINISTRATION	4.00		
1700	FRICK, SUZANNE	12/21/2023	1	14	415003	URA ADMINISTRATION	4.00		
1700	FRICK, SUZANNE	12/22/2023	1	14	415003	URA ADMINISTRATION	2.00		
1700	FRICK, SUZANNE	12/23/2023	1	14	415003	URA ADMINISTRATION	2.00		
1700	FRICK, SUZANNE	12/11/2023	1	14	415003	URA ADMINISTRATION	5.00		
1700	FRICK, SUZANNE	12/12/2023	1	14	415003	URA ADMINISTRATION	4.00		
1700	FRICK, SUZANNE	12/13/2023	1	14	415003	URA ADMINISTRATION	5.00		
1700	FRICK, SUZANNE	12/14/2023	1	14	415003	URA ADMINISTRATION	4.00		
1700	FRICK, SUZANNE	12/15/2023	1	14	415003	URA ADMINISTRATION	3.00		
1700	FRICK, SUZANNE	12/17/2023	1	14	415003	URA ADMINISTRATION	2.00		
1700	FRICK, SUZANNE	12/04/2023	1	14	415003	URA ADMINISTRATION	3.00		
1700	FRICK, SUZANNE	12/05/2023	1	14	415003	URA ADMINISTRATION	8.00		
1700	FRICK, SUZANNE	12/06/2023	1	14	415003	URA ADMINISTRATION	3.00		
1700	FRICK, SUZANNE	12/07/2023	1	14	415003	URA ADMINISTRATION	2.50		

Timesheet Register - KURA
Report Dates: 11/18/2023 - 12/29/2023

City of Ketchum

Employee Number	Name	Date	Reference Number	Task Number	Activity Code	Activity Description	Hours	Pay Code	Comments
1700	FRICK, SUZANNE	12/08/2023	1	14	415003	URA ADMINISTRATION	3.00		
1700	FRICK, SUZANNE	12/10/2023	1	14	415003	URA ADMINISTRATION	2.00		
1700	FRICK, SUZANNE	11/27/2023	1	14	415003	URA ADMINISTRATION	8.00		
1700	FRICK, SUZANNE	11/28/2023	1	14	415003	URA ADMINISTRATION	4.00		
1700	FRICK, SUZANNE	11/29/2023	1	14	415003	URA ADMINISTRATION	4.00		
1700	FRICK, SUZANNE	11/30/2023	1	14	415003	URA ADMINISTRATION	3.00		
1700	FRICK, SUZANNE	12/01/2023	1	14	415003	URA ADMINISTRATION	2.00		
1700	FRICK, SUZANNE	12/03/2023	1	14	415003	URA ADMINISTRATION	2.00		
Total FRICK, SUZANNE:							121.50		
Grand Totals:							124.00		

Report Criteria:
Activity, Activity code = 415003, 417002

Employee	Rate w/benefits	Hours	Amount	February Financial Statement
Frick, Suzanne	185.92	121.5	22,589.58	
Donat, Trent	67.65	1	67.65	
Ancona, Bailee	51.55	1	51.55	
Gallagher, Shellie	64.96	0	-	
Total			22,708.78	121.5 22,589.58
			123.50	

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
NON-DEPARTMENTAL					
PERSONAL SERVICES:					
01-4193-1000 SALARIES	.00	15,860.00	70,980.00	55,120.00	22.3
01-4193-2100 FICA TAXES-CITY	.00	1,213.31	5,429.97	4,216.66	22.3
01-4193-2200 STATE RETIREMENT-CITY	.00	1,773.14	7,935.56	6,162.42	22.3
01-4193-2400 WORKMEN'S COMPENSATION-CITY	.00	17.18	.00	(17.18)	.0
01-4193-2500 HEALTH INSURANCE-CITY	.00	3,649.00	20,472.00	16,823.00	17.8
01-4193-2510 DENTAL INSURANCE-CITY	.00	76.95	563.00	486.05	13.7
01-4193-2600 LONG TERM DISABILITY	.00	.00	312.00	312.00	.0
TOTAL PERSONAL SERVICES	.00	22,589.58	105,692.53	83,102.95	21.4



CITY OF KETCHUM
CHECK REQUEST

Date: 1-4-24

Vendor: Jenny Emery Davidson

Vendor Mailing Address: The Community Library Association Inc
PO Box 2168, Ketchum ID. 83340

Service Provided:

2023 Reimbursement per Reimbursement Agreement 50023 for 4th Street Sidewalk

Dollar Amount Requested: \$50,000

Person Requesting:

Suzanne Frick

Approved by:

GL Code: 98-4410-7104

A completed W-9 will need to be received by Accounts Payable prior to releasing a check over \$600

251 E. Front Street, Suite 300
Boise, Idaho 83702
Tax ID No. 82-0451327
Telephone 208-343-5454
Fax 208-384-5844



November 30, 2023

Ketchum Urban Renewal Agency
Attn: Suzanne Frick
Executive Director
PO Box 2315
Ketchum, ID 83340

Invoice No. 205572
Client No. 8962
Matter No. 1
Billing Attorney: MSC

INVOICE SUMMARY

For Professional Services Rendered from November 10, 2023 through November 30, 2023.

RE: General Representation

Total Professional Services	\$ 719.00
Total Costs Advanced	<u>\$ 9.00</u>
TOTAL THIS INVOICE	\$ 728.00

ELAM & BURKE

November 30, 2023
Invoice No. 205572
Client No. 8962
Matter No. 1
Billing Attorney: MSC

PROFESSIONAL SERVICES

Date	Atty	Description	Hours
11/10/23	RPA	Review Board packet for upcoming Board meeting.	.70
11/13/23	ARG	Attend joint City and KURA meeting for discussion on City projects and KURA contributions.	.60
11/13/23	RPA	[NO CHARGE] Attend that portion of the Board meeting for general items.	.50
11/13/23	RPA	Attend special meeting between the KURA Board and City Council to address Main Street project and funding by KURA.	1.00
11/14/23	RPA	Follow up on funding by KURA for the Main Street project and reimbursement agreement.	.10
11/15/23	RPA	Attend work session via Teams with Suzanne Frick and Abbey Germaine concerning reimbursement agreement between City and Agency for the Main Street project.	.50

TOTAL PROFESSIONAL SERVICES **\$ 719.00**

SUMMARY OF PROFESSIONAL SERVICES

Name	Staff Level	Rate	Billed Hours	Billed Amount	Non-Chargeable Hours	Non-Chargeable Amount
Armbruster, Ryan P.	Of Counsel	250.00	2.30	575.00	.50	125.00
Germaine, Abbey R.	Of Counsel	240.00	.60	144.00	.00	.00
Total			2.90	\$ 719.00	.50	\$ 125.00

COSTS ADVANCED

Description	Amount
Copies	2.25
Color Copies	6.75

ELAM & BURKE

November 30, 2023

Invoice No. 205572
Client No. 8962
Matter No. 1
Billing Attorney: MSC

TOTAL COSTS ADVANCED	\$ 9.00
TOTAL THIS INVOICE	\$ 728.00

251 E. Front Street, Suite 300
Boise, Idaho 83702
Tax ID No. 82-0451327
Telephone 208-343-5454
Fax 208-384-5844



November 30, 2023

Ketchum Urban Renewal Agency
Attn: Suzanne Frick
Executive Director
PO Box 2315
Ketchum, ID 83340

Invoice No. 205572
Client No. 8962
Matter No. 1
Billing Attorney: MSC

REMITTANCE

RE: General Representation

BALANCE DUE THIS INVOICE

\$ 728.00

ONLINE PAYMENTS

Elam & Burke is committed to offering safe, secure, and convenient options to pay your bill using Visa, MasterCard, Discover, American Express, Apple Pay, Google Pay, and eCheck.
NOTE: A 3% convenience surcharge will be applied to all of these transactions.

To pay online, please click here: [Pay Now](#) or go to: www.elamburke.com/payments

WIRE/ACH PAYMENTS IN USD

Account Holder: Elam & Burke, PA
Bank Name: U.S. Bank
Branch Name: Meridian CenterPoint Office
Account Number: 82982196
ABA Routing Number: 122105155
SWIFT Code: USBKUS44IMT

CHECK PAYMENTS

All checks should be made payable to:
Elam & Burke, PA
ATTN: Accounts Receivable
251 E. Front Street, Suite 300
Boise, ID 83702
(Please return this advice with payment.)

Please reference: Invoice 205572, File # 8962 - 1 on all payments.

INVOICES ARE PAYABLE UPON RECEIPT
Thank you! Your business is greatly appreciated.

251 E. Front Street, Suite 300
Boise, Idaho 83702
Tax ID No. 82-0451327
Telephone 208-343-5454
Fax 208-384-5844



November 30, 2023

Ketchum Urban Renewal Agency
Attn: Suzanne Frick
Executive Director
PO Box 2315
Ketchum, ID 83340

Invoice No. 205573
Client No. 8962
Matter No. 3
Billing Attorney: MSC

INVOICE SUMMARY

For Professional Services Rendered from November 1, 2023 through November 30, 2023.

RE: 1st and Washington Project

Total Professional Services	\$ 7,027.00
Total Costs Advanced	<u>\$ 64.50</u>
TOTAL THIS INVOICE	\$ 7,091.50

ELAM & BURKE

November 30, 2023
Invoice No. 205573
Client No. 8962
Matter No. 3
Billing Attorney: MSC

PROFESSIONAL SERVICES

Date	Atty	Description	Hours
11/01/23	ARG	Attend check-in meeting with Suzanne Frick to discuss changes to DDA and ground lease. Revise DDA and ground lease based on discussion with Suzanne Frick.	1.90
11/01/23	RPA	Review emails re draft pro forma and material to distribute to the Board. Review emails on the status of the DDA and ground lease. Attend work session via Teams with Suzanne Frick and Abbey Germaine re the current drafts of the DDA and ground lease. Outline outstanding issues. Follow up on revised drafts of the DDA and ground lease. Review executive summary and status of distribution in total versus attorney-client privilege.	2.50
11/02/23	ARG	Review and revise DDA and ground lease based on revisions provided by Frank Lee. Telephone call with Frank Lee regarding same. Revise executive summary based on new revisions to DDA and ground lease.	2.10
11/02/23	RPA	Review information from Frank Lee on HUD and Fannie Mae financing. Review updated drafts of ground lease and DDA. Review emails concerning the pro forma for the project and financial implications.	1.50
11/03/23	ARG	Review and respond to email correspondence from Mark Edlen regarding pro forma needed for Board review. Telephone call with Gary Lipton regarding certain aspects of the project.	.70
11/03/23	RPA	Review Board meeting documents including memo summarizing the ground lease and DDA, along with the executive summary. Review emails re the revised pro forma to be distributed to the Board.	1.00
11/06/23	ARG	Prepare for Board meeting to provide executive summary of DDA and ground lease. Attend Board meeting to discuss Board direction on DDA and ground lease. Outline issues and next steps for terms of DDA.	2.10
11/06/23	RPA	Consider challenges of the financing aspects of the project. Review pro formas and confidentiality. Address selection of lender's counsel for provisions in the ground lease and the rights of the Agency. Prepare for and attend special meeting of the Board.	2.00
11/07/23	ARG	Prepare third amendment to ANE to extend negotiation period. Draft resolution to approve third amendment. Provide both documents to Suzanne Frick and review email correspondence regarding same.	1.40

ELAM & BURKE

November 30, 2023

Invoice No. 205573

Client No. 8962

Matter No. 3

Billing Attorney: MSC

11/07/23	RPA	Review emails on amendment to the ANE and approval resolution. Consider financing options. Prepare email on possible executive session. Review and respond to email re staff report on funding and options for participation. Consider confidential memo for distribution to the Board prior to the Board meeting. Consider scheduling an executive session to review confidential memo.	1.50
11/08/23	RPA	Consider executive session logistics. Draft confidential memo for guidance to the Board in preparation for the special Board meeting. Address content of staff report for the Board meeting.	1.50
11/09/23	RPA	Review and comment on the draft staff report for the Board meeting. Continue to revise the confidential memo for the Board meeting. Address information for the Board meeting and outstanding issues for the DDA and ground lease. Consider pro formas and confidentiality issues. Determine not to convene executive session.	2.00
11/10/23	RPA	Review staff report and other Board information for the upcoming Board meeting to consider participation with the developer. Review confidential memo on legal issues.	.80
11/13/23	ARG	Attend Board meeting to receive Board direction on willingness to fund certain aspects of project. Review possible funding options and strategies.	1.20
11/13/23	RPA	Review updated documents and pro formas. Prepare for and attend that portion of the KURA Board meeting to consider KURA participation with the developer for the 1st and Washington housing project.	1.50
11/14/23	ARG	Review and respond to email correspondence from Suzanne Frick on follow up from Board meeting and direction on DDA and ground lease.	.20
11/15/23	ARG	Teams meeting with Suzanne Frick to discuss next steps on 1st and Washington and items for consideration by Board.	.50
11/15/23	RPA	Attend work session via Teams meeting with Suzanne Frick and Abbey Germaine re next steps for DDA and ground lease. Outline schedule and approval process.	.50
11/16/23	RPA	Meet with attorney representing Zions to consider content of DDA and ground lease acceptable to lender. Summarize meeting for Abbey Germaine.	.50
11/21/23	ARG	Review and revise DDA and ground lease based on Board direction from Board meeting. Send same to Suzanne Frick for review and comment.	1.80
11/27/23	RPA	Provide comments on revised DDA and ground lease.	1.00
11/29/23	ARG	Prepare for meeting with Suzanne Frick. Attend meeting with Suzanne Frick on DDA and ground lease revisions.	.40

ELAM & BURKE

November 30, 2023
Invoice No. 205573
Client No. 8962
Matter No. 3
Billing Attorney: MSC

11/29/23	RPA	(NO CHARGE)	Review and comment on proposed changes to the DDA and ground lease. Outline next steps.	.60
11/30/23	RPA	(NO CHARGE)	Review email concerning lender's comments on the DDA and ground lease. Address next steps.	.30

TOTAL PROFESSIONAL SERVICES **\$ 7,027.00**

SUMMARY OF PROFESSIONAL SERVICES

Name	Staff Level	Rate	Billed Hours	Billed Amount	Non-Chargeable Hours	Non-Chargeable Amount
Armbruster, Ryan P.	Of Counsel	250.00	16.30	4,075.00	.90	225.00
Germaine, Abbey R.	Of Counsel	240.00	12.30	2,952.00	.00	.00
Total			28.60	\$ 7,027.00	.90	\$ 225.00

COSTS ADVANCED

Description	Amount
Copies	15.75
Color Copies	48.75

TOTAL COSTS ADVANCED **\$ 64.50**

TOTAL THIS INVOICE **\$ 7,091.50**

251 E. Front Street, Suite 300
Boise, Idaho 83702
Tax ID No. 82-0451327
Telephone 208-343-5454
Fax 208-384-5844



November 30, 2023

Ketchum Urban Renewal Agency
Attn: Suzanne Frick
Executive Director
PO Box 2315
Ketchum, ID 83340

Invoice No. 205573
Client No. 8962
Matter No. 3
Billing Attorney: MSC

REMITTANCE

RE: 1st and Washington Project

BALANCE DUE THIS INVOICE

\$ 7,091.50

ONLINE PAYMENTS

Elam & Burke is committed to offering safe, secure, and convenient options to pay your bill using Visa, MasterCard, Discover, American Express, Apple Pay, Google Pay, and eCheck.
NOTE: A 3% convenience surcharge will be applied to all of these transactions.

To pay online, please click here: [Pay Now](#) or go to: www.elamburke.com/payments

WIRE/ACH PAYMENTS IN USD

Account Holder: Elam & Burke, PA
Bank Name: U.S. Bank
Branch Name: Meridian CenterPoint Office
Account Number: 82982196
ABA Routing Number: 122105155
SWIFT Code: USBKUS44IMT

CHECK PAYMENTS

All checks should be made payable to:
Elam & Burke, PA
ATTN: Accounts Receivable
251 E. Front Street, Suite 300
Boise, ID 83702
(Please return this advice with payment.)

Please reference: Invoice 205573, File # 8962 - 3 on all payments.

INVOICES ARE PAYABLE UPON RECEIPT
Thank you! Your business is greatly appreciated.

Sun Valley Economic Development, Inc.
PO Box 3893
Ketchum, ID 83340 US
(208)720-7779
Harry@sunvalleyeconomy.org
www.sunvalleyeconomy.org

Invoice



**SUN VALLEY
ECONOMIC
DEVELOPMENT**

BILL TO

Shellie Gallagher
Ketchum Urban Renewal Agency
City of Ketchum

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1540	01/01/2024	\$2,250.00	01/31/2024	Net 30	

ACTIVITY	QTY	RATE	AMOUNT
Public Sector - KURA Quarterly Contract for Service Thank you for your support.	1	2,250.00	2,250.00
	BALANCE DUE		\$2,250.00

Workman & Company -AR Account

Office of Accounting
 2190 Village Park Ave, Ste 300
 PO Box 2367
 Twin Falls, ID 83303-2367

Statement

Date
12/31/2023

To:
KETCHUM URBAN RENEWAL AGENCY PO BOX 2315 KETCHUM, ID 83340

Terms	Amount Due	Amount Enc.
Net 10	\$2,090.00	

Date	Transaction	Amount	Balance
11/30/2023	Balance forward		0.00
12/27/2023	INV #019497. Due 01/06/2024. --- Audited Financial Statements \$2,090.00	2,090.00	2,090.00

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
2,090.00	0.00	0.00	0.00	0.00	\$2,090.00

Phone #	Fax #
(208)733-1161	(208)733-6100

BRADY WORKMAN, CPA TWIN FALLS, ID