



## City of Ketchum

October 3, 2022

Mayor Bradshaw and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

### **Recommendation to Extend Independent Contractor Agreement #22038 with Carissa Connelly**

#### Recommendation and Summary

Staff is recommending the City Council approve an extension (up to 400 hours) of Independent Contractor Agreement #22038 with Carissa Connelly for Community Housing Strategic Services. This contract will ensure a local resource serving as the project manager for the implementation of the Ketchum Housing Action Plan. It will also allow for the necessary time to finalize a coordination approach with Blaine County and the other valley cities. Should the transition to the new approach occur more quickly, this contract would be terminated.

**"I move to approve the contract extension with Carissa Connelly to serve as the City Housing Strategist."**

The reasons for the recommendation are as follows:

- Ms. Connelly possesses the necessary knowledge and skills to execute the attached scope of work for the city
- There is a strong need for a local project management resource to coordinate the implementation of the Ketchum Housing Action Plan
- The city currently has adequate funds for this contract in the Strategic Initiatives Account

#### Introduction and History

Ms. Connelly was retained in November of 2021 to serve as the City's Housing Strategist focusing on the development of the Housing Action Plan. The plan has recently been adopted by the Council. The city has held several meetings with the county and other cities to discuss go-forward county housing coordination models. The Housing Authority held a recent strategic planning session and concluded that the new coordination approach is necessary.

#### Sustainability Impact

National best practice has demonstrated that an increase in supply of local workforce/community housing decreases the number of commuter trip generation and associated carbon footprint.

#### Financial Impact

This contract will be funded from Strategic Initiatives Account (\$620,899) which was largely funded via federal (ARPA) funds and local one-time funds.

Attachment:

1. Independent Contractor Agreement



City of Ketchum

**AMENDMENT OF INDEPENDENT CONTRACTOR AGREEMENT #22038 FOR  
CITY HOUSING STRATEGIST**

THIS AMENDMENT OF CONTRACT FOR SERVICES ("**Second Amendment**") is entered into as of the \_\_\_ day of \_\_\_\_\_ 2022 by and between Carissa Connelly and the City of Ketchum, an Idaho municipal corporation (collectively, the "Parties")

This Second Amendment hereby amends Independent Contractor Agreement #22038 to authorize an extension of the scope of work for up to an additional 25 hours of services at the same designated hourly rate, with a commensurate increase in the not to exceed amount of Provision 3 of the Agreement.

No other provisions of the Agreement are amended, and the remainder of the Agreement shall remain in full force and effect.

The Parties hereby approve and execute this Second Amendment to the Agreement.

**CITY OF KETCHUM**

**CARISSA CONNELLY**

\_\_\_\_\_  
Neil Bradshaw, Mayor

\_\_\_\_\_  
Carissa Connelly

ATTEST:

\_\_\_\_\_  
Lisa Enourato, Interim City Clerk