



City of Ketchum

July 18, 2022

Mayor Bradshaw and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Bradshaw and City Councilors:

Recommendation to Hold Public Hearing to Amend FY22 Budget - Annual Appropriations Ordinance

Recommendation and Summary

Staff is recommending the City Council hold a public hearing on the proposed amendments to the current fiscal year 2022 budget and schedule first, second and third readings of the ordinance.

"I move to direct staff to schedule the first, second and third readings of the amended budget."

The reasons for the recommendation are as follows:

- State statute establishes requirements for amending the budget in Section 50-1003.
- General Fund Revenue Adjustments:
 - increase for transfer from LOT - \$411,228,
 - Fire & Rescue Grant funding - \$45,000
 - Short-Term Rental Permit Revenue - \$75,000
- General Fund Expense Adjustments:
 - Fire & Rescue Short-Term Rental Inspector position - \$77,937; paramedic training - \$14,000; over time - \$25,000; and ambulance storage - \$12,000
 - Extra payroll period in fiscal year - \$250,000
- Capital Improvement Fund Revenue Adjustment:
 - LOT transfer - \$1,626,362
- Capital Improvement Fund Expense:
 - SV Road Rebuild and other CIP - \$1,552,032
 - FY21 project (professional services) carry over items - \$74,330
- Local Option Tax Fund
 - Revenue (fund balance utilization) to fund CIP - \$1,626,362
 - Expenses
 - CIP - 1,626,362,
 - One-time funding for NGO contracts - \$176,200,
 - Transfer to GF EMS - \$411,228,
 - Granicus (STR compliance) - \$29,810 and audio system for events \$31,500
- Wagon Days revenue reserved fund balance to transfer for event expenses - \$39,999

Attachments

- Notice of Public Hearing
- FY22 Interim Budget Change tracking sheet

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Ketchum, Idaho, will hold a Public Hearing for consideration of an amendment to the 2021-22 fiscal year budget. The Council will consider appropriation of additional monies received by the City of Ketchum, Idaho, during the fiscal year. Said hearing will be held at Ketchum City Hall, 191 5th Street, at 4:00 p.m. on July 18, 2022.

That the following table sets forth the amounts appropriated to each fund for the current 2021-22 fiscal year, the amount of the revised appropriation for each fund for the 2021-22 fiscal year, and the proposed adjustment amount.

CITY OF KETCHUM, IDAHO

EXPENDITURES

	ADOPTED FY 2021- 2022	REVISED FY 2021- 2022	PROPOSED ADJUSTMENT
GENERAL FUND	12,840,516	597,568	13,438,084
ESSENTIAL SERVICES FACILITIES TRUST FUND	0	337,162	337,162
GENERAL CAPITAL IMPROVEMENT FUND	2,917,366	1,700,692	4,618,058
PARKS & RECREATION TRUST FUND	124,050	250,000	374,050
POLICE TRUST FUND	95,000	0	95,000
DEVELOPMENT TRUST FUND	150,000	0	150,000
ORIGINAL LOT FUND	2,400,000	2,275,100	4,675,100
ADDITIONAL 1%-LOT FUND	1,900,000	366,247	2,266,247
GO BOND DEBT SERVICE FUND	3,212	0	3,212
FIRE CONSTRUCTION FUND	0	500,000	500,000
FIRE GO BOND FUND	636,050	0	636,050
COMMUNITY HOUSING IN-LIEU FUND	2,822,050	477,950	3,300,000
STRATEGIC INITIATIVES FUND	864,099	0	864,099
WAGON DAYS FUND	122,500	39,999	162,499
WATER FUND	2,469,632	0	2,469,632
WATER CAPITAL IMPROVEMENT FUND	487,000	0	487,000
WASTEWATER FUND	3,259,625	0	3,259,625
WASTEWATER CAPITAL IMP. FUND	1,206,000	0	1,206,000
Total Expenditures	32,297,100	6,544,718	38,841,818

REVENUE

GENERAL FUND			
GENERAL PROPERTY TAXES	5,178,869	0	5,178,869
OTHER REVENUE	7,104,597	597,568	7,702,165
FUND BALANCE APPLIED	557,050	0	557,050
TOTAL GENERAL FUND	12,840,516	597,568	13,438,084
ESSENTIAL SERVICES FACILITIES TRUST FUND	0	337,162	337,162
FUND BALANCE APPLIED	0	0	0
TOTAL ESF TRUST FUND	0	337,162	337,162
GENERAL CAPITAL IMPROVEMENT FUND	1,480,525	1,700,692	3,181,217
FUND BALANCE APPLIED	1,436,841	0	1,436,841
TOTAL GENERAL CAPITAL IMPRMNT FUND	2,917,366	1,700,692	4,618,058
PARKS & RECREATION TRUST FUND	117,050	250,000	367,050
FUND BALANCE APPLIED	10,000	0	10,000
TOTAL PARKS & RECREATION TRUST FUND	127,050	250,000	377,050
POLICE TRUST FUND	1,000	0	1,000
FUND BALANCE APPLIED	95,000	0	95,000
TOTAL POLICE TRUST FUND	96,000	0	96,000
DEVELOPMENT TRUST FUND	150,000	0	150,000
ORIGINAL LOT FUND	2,400,000	0	2,400,000
FUND BALANCE APPLIED	0	2,275,100	2,275,100
TOTAL ORIGINAL LOT FUND FUND	2,400,000	2,275,100	4,675,100
ADDITIONAL 1%-LOT FUND	1,900,000	366,247	2,266,247
FUND BALANCE APPLIED	0	0	0
TOTAL ORIGINAL LOT FUND FUND	1,900,000	366,247	2,266,247
GO BOND DEBT SERVICE FUND	3,212	0	3,212
FIRE CONSTRUCTION FUND	0	500,000	500,000
FUND BALANCE APPLIED	0	0	0
TOTAL ORIGINAL LOT FUND FUND	0	500,000	500,000
FIRE GO BOND FUND	636,050	0	636,050
FUND BALANCE APPLIED	0	0	0
TOTAL ORIGINAL LOT FUND FUND	636,050	0	636,050
COMMUNITY HOUSING IN-LIEU FUND	322,050	129,544	451,594
FUND BALANCE APPLIED	2,500,000	348,406	2,848,406
TOTAL ORIGINAL LOT FUND FUND	2,822,050	477,950	3,300,000
STRATEGIC INITIATIVE FUND	864,099	0	864,099
FUND BALANCE APPLIED	0	0	0
TOTAL ORIGINAL LOT FUND FUND	864,099	0	864,099
WAGON DAYS FUND	122,500	0	122,500
FUND BALANCE APPLIED	0	39,999	39,999
TOTAL ORIGINAL LOT FUND FUND	122,500	39,999	162,499
WATER FUND	2,469,632	0	2,469,632
FUND BALANCE APPLIED	0	0	0
TOTAL ORIGINAL LOT FUND FUND	2,469,632	0	2,469,632
WATER CAPITAL IMPROVEMENT FUND	487,000	0	487,000
FUND BALANCE APPLIED	0	0	0
TOTAL ORIGINAL LOT FUND FUND	487,000	0	487,000
WASTEWATER FUND	3,591,419	0	3,591,419
FUND BALANCE APPLIED	0	0	0
TOTAL ORIGINAL LOT FUND FUND	3,591,419	0	3,591,419
WASTEWATER CAPITAL IMP. FUND	1,206,000	0	1,206,000
FUND BALANCE APPLIED	0	0	0
TOTAL ORIGINAL LOT FUND FUND	1,206,000	0	1,206,000
Total Revenue	31,768,796	6,544,718	39,177,613

Shellie Gallagher
City Treasurer

CITY OF KETCHUM

6/30/2022

FY 2022

Audited Financial Statement		Requests not Budgeted			Budget, Revenue & Expenditures		Total Available		COMMENTS
Fund Balance FY 2021	Restricted	Beginning Fund Balance	Requests not Budgeted	Fund Balance Available	Budget, Revenue & Expenditures	Total Available			
GENERAL FUND OPS DEPARTMENTS									
General Fund	4,354,406	2,739,938	1,614,468	(5,970)	1,608,498	12,840,516			17% restricted by council & \$557,050 Fund Bal reserve
Revenue				597,678		9,276,740	3,563,777		
Expenditures				(603,648)		(8,925,346)	3,915,170		
Agreement #22576 Blaine County (Recycling)		01-3700-3600		66,450	revenue				
Transfer from LOT one-time		01-3700-8722		411,228	revenue				
Short Term Rental Revenue		01-3200-1410		75,000	revenue	465 permits @ 30% =139 @525			
Other Grants		01-3300-4200		20,000					
State of Idaho Fire Grant		01-3300-4100		25,000	revenue	(5,970)			
						597,678			976,615
Workman & Co Audit increase budget		01-4110-4200		(400)	expense				(400)
Alsco Matts City Hall		01-4150-5900		(4,290)	expense				
APEX Annual Software Support		01-4150-6510		(495)	expense				
PO# 22039 GIS Consulting		01-4193-4200		(10,000)	expense				
PO# 22033 Blue Pine Creative		01-4193-4200		(19,000)	expense				
PO# 22012 Dixon		01-4193-4200		(25,000)	expense				
PO# 22082 Dixon		01-4193-4200		(25,000)	expense				
Warm Springs Blaine County Title		01-4193-4200		(2,928)	expense	(81,928)		COVERED NO AMENDMENT	
PO# 22041 Intern Position Sustainability		01-4193-6500		(3,630)	expense				
IWORQ Annual Software Support		01-4193-6510		(6,000)	expense				(6,000)
Cabana's Town Square		01-4193-9930		(2,600)	expense				
Brown & Caldwell Geothermal half paid by Barsottia		01-4193-9930		(5,000)	expense				
PO #22093 Century Link remove fiber old city hall		01-4193-9930		(4,023)	expense				
Nested Furniture 3rd Floor		01-4193-9930		(4,890)	expense				
#22-002 MOU BC, MRTA, BCRD, Hailey, Sun Valley		01-4193-9930		(2,500)	expense				
#20660 Spur extention		01-4193-9930		(5,000)	expense				
#20638 Nested Stratigies		01-4193-9930		(22,500)	expense	(46,513)		COVERED NO AMENDMENT	
Warm Springs Preserve Maint		01-4194-5950		(47,500)	expense				
PO# 22078 Data Ticket		01-4210-3610		(15,000)	expense				
PO# 22051 Mountain Human		01-4210-4200		(2,400)	expense				
Mountain Human Impound Fees		01-4210-4200		(1,210)	expense				
Fire Inspector STR		01-4230-1000		(77,937)	expense				(77,937)
Fire Department Overtime		01-4230-1900		(25,000)	expense				(25,000)
Fire Paramed Training Baybutt		01-4230-4200		(14,000)	expense				
Fire Ambulance Storage Greenhorn		01-4230-4200		(12,000)	expense				(26,000)
General Fund Payroll #27		various		(250,000)	expense				(250,000)
City hall Furnace				(15,345)	expense				
				(5,970)					591278
ESF NEW CITY HALL									
General Fund	337,162		337,162	(337,162)	0	-			Carryover fund balance not budgeted
Revenue						-			
Expenditures						(337,162)	(337,162)		
Changes				(337,162)					
CAPITAL IMPROVEMENT (CIP)									
General Fund	3,120,749	2,436,841	683,908	-	683,908	2,917,366			Budgeted Restricted \$1436841 + Reserve 1,000,000
Revenue				1,626,362		669,451	2,247,915		
Expenditures				(1,626,362)		(694,360)	2,223,006		
Transfer from LOT		03-3700-8722		1,626,362	revenue				
#20599 Logan & Simpson P&B Zoning Code Updates		03-4193-7194		(49,620)	expense	31,920	over 17,700		carry over fy2021
#20714 HDR Main Street Signal Timing		03-4193-7130		(18,436)	expense				carry over fy2021
#22049 Western States Equip		03-4310-7110		(6,274)	expense				over budget amount
Sun Valley Road Replacement		03-4193-7100		(1,277,735)	expense				
Other CIP projects		03-4193-7100		(274,297)	expense				
				- Total		(1,626,362)			*03-4510-7110 BMTrail transfer to WSR???? \$10k
LOCAL OPTION TAX BALANCES									
LOCAL OPTION TAX ORIGINAL									
LOT Fund	1,626,362		1,626,362	(2,275,100)	(648,738)	2,400,000			
Revenue						2,403,255	(3,255)		
Expenditures				(2,275,100)		(1,980,551)	419,449		
Changes						422,704	FY2022 FB		
One-Time LOT anticipated to General Fund		22-4910-8801		(411,228)					01-3700-8722
SVED		22-4910-6070		(10,000)	(4,500)				FY2022 FB OVER
Idaho Dark Sky Alliance		22-4910-6075		(2,200)					FY2021 FB
Friends of the Sawtooth National Forrest		22-4910-6085		(4,000)					
Mountain Rides		22-4910-6086		(160,000)					
Transfer to GF CIP Other Projects		22-4910-8803		(348,627)	FY2021 FB CARRY OVER				
Transfer to GF CIP Sun Valley Rd		22-4910-8803		(1,277,735)	FY2021 FB CARRY OVER				
#22077 Audio Systems Equipment		22-4910-6060		(30,500)			(16,701)		
Other misc expenses		22-4910-4200		(1,000)					
#22065 Granicus for Short Term Rental		22-4910-4200		(29,810)					
				(2,275,100)	Total				
LOCAL OPTION TAX ADD'L 1%									
LOT Fund	150,000	150,000	0.00	-	0.00	1,900,000			
Revenue						2,128,223	(228,223)		
Expenditures						(1,837,407)	62,593		
Changes									
Revenue in excess of budget		25-3100-3010		366,247					
Other misc expenses		25-4910-4220		(366,247)					
OTHER FUNDS									
WAGON DAYS									
Wagon Days Fund	39,999		39,999	(39,999)	0	122,500			
Revenue						88,777	33,723		
Expenditures						(32,564)	89,936		
Changes									
Fund Balance FY2021		02-3800-9000		39,999					
Other misc expenses		25-4910-4220		(39,999)					
STREET GO BOND									
Bond Fund	0			-		3,212	3,212		
Changes									
FIRE GO BOND									
Bond Fund	768,723		768,723	(500,000)	268,723	-			
Revenue						953			
Expenditures						(453,191)	(183,514)		
Changes									
Fund Balance FY2021		42-3800-9000		500,000					
Other misc expenses		25-4910-4220		(500,000)					
IN-LIEU HOUSING									
In-Lieu Housing Fund	2,848,406	1,100,000	348,406	(415,594)	(67,188)	2,822,050			Bluebird Restricted 3,300,000
Blue Bird Restricted		1,400,000							
Revenue				384,406		352,543	2,469,507		3,016,435
Expenditures				(800,000)		(184,513)	2,637,537		(37,500.00)
Fund Balance Carryover FY 21 not bugeted				384,406		168,030	FY2022 FB		2,978,935
In-Lieu Anticipated Revenue				-		3,016,435			3,300,000
Blue Bird Add'l request	52-4410-7115			(800,000)					
				(415,594)	Total				321,065
STRATEGIC INITIATIVES									
Strategic Initiatives Fund	-	864,099	864,099	(283,735)	580,364	864,099			ARPA\$614,100 and \$250k PFS
Revenue						864,100	(1)		
Expenditures						(255,805)	608,294		
#20701 Agnew & Beck				92,200					

CITY OF KETCHUM

6/30/2022

FY 2022

	Audited Financial Statement Fund Balance FY 2021	Restricted	Beginning Fund Balance	Requests not Budgeted	Fund Balance Available	Budget, Revenue & Expenditures	Total Available	COMMENTS
#22052 Sullivan & Reberger				25,000				
#22038 Carissa Connelly				95,000				
#22038 Carissa Connelly extention				38,000	400 hrs @95			
#22071 Canyon Excavation				18,535	Lifftower Lodge			
Communication to the public May election				15,000				
Total PO/Contracts				<u>283,735</u>				

CITY OF KETCHUM

6/30/2022
Audited
Financial
Statement
Fund Balance
FY 2021

FY 2022

	Restricted	Beginning Fund Balance	Requests not Budgeted	Fund Balance Available	Budget, Revenue & Expenditures	Total Available	COMMENTS
TRUST FUNDS							
POLICE TRUST							
Trust Fund	-	101,907	-	101,907	95,000	95,000	
PARKS/REC DEVELOPMENT TRUST							
Trust Fund		207,730	(53,000)	154,730	124,050	124,050	
#22097 ART OF 4TH	93-4900-6800		(25,000)				
#22089 SKATE PARK	93-4900-6000		(28,000)				
DEVELOPMENT TRUST							
Trust Fund	-		-		150,000	150,000	
ENTERPRISE FUNDS							
UTILITY WATER							
Enterprise Fund Revenue	4,553,877	1,897,397	2,656,480	-	2,656,480	2,469,632	
Expenditures						1,055,011	1,414,621
Changes						(1,353,858)	1,115,773
PO#22068 WOOD RIVER RESOURCE CONSERV			(42,668)				
UTILITY WATER (CIP)							
Enterprise Fund Revenue	183,726		183,726		183,726	487,000	
Expenditures						496,614	(9,614)
Changes						(261,755)	225,245
#20585 Canyon Excavation Ketchum Springs Final			(176,068)				not budgeted? 6443407802
Sun Valley Road Pipe Relocation - Spruce to Idaho Power Subsation			(130,000)				not budgeted? 6443407802
			(306,068)				
UTILITY WASTEWATER							
Enterprise Fund Revenue	9,008,169	6,701,049	2,307,120	-	2,307,120	3,259,625	
Expenditures						2,061,712	1,197,912
Changes						(2,243,071)	1,016,553
Zions #22108							
Piper Sandler #22109							
UTILITY WASTEWATER (CIP)							
Enterprise Fund Revenue	928,492	-	928,492	-	928,492	1,206,000	
Expenditures						974,616	231,384
Changes						(543,236)	662,764