



City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date:  Staff Member/Dept:

Agenda Item:

**Recommended Motion:**

No formal action is requested. Staff will provide an overview and stand for questions/concerns from City Council prior to the matter being discussed during the joint meeting with Urban Renewal Agency on April 16<sup>th</sup>.

**Reasons for Recommendation:**

- A revised parking agreement was executed between the City and YMCA in 2019 associated with the construction of the new fire station and the long-term land lease with the YMCA.
- Under the agreement, the City is obligated to provide 150 parking spaces (on-site) and 200 (adjacent) when the YMCA's expansion is completed.
- City staff initially worked with the YMCA and HDR engineers to create a phased implementation plan. The plan was reviewed in fall of 2025 by the City Council in which significant concerns were raised. In January of 2026, Mayor Prekeges directed staff to create a revised plan that was less reliant on on-street parking, the City engaged Galena-Benchmark to revise the HDR plan (attachment #1) to include the following actions:
  - Construct a new parking lot off Lewis Street resulting in 59 new stalls. This action will result in giving notice to Ketchum Fire District to relocate the fire training tower.
  - Construct on-street parking spots on Saddle Road (parallel=10 stalls, angled =26)
- The YMCA is scheduled to appear in front of Planning & Zoning Commission in May for Design Review. They have indicated they intend to start their expansion project late summer of 2026. Should City Council and URA approve the new parking plan, temporary parking measures could be instituted to accommodate this schedule and complete permanent installation in 2027 or when it would work best with YMCA construction.

**Sustainability Impact:**

No direct impact.

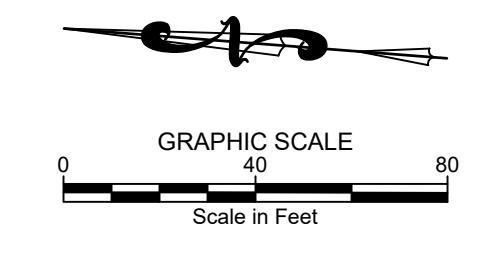
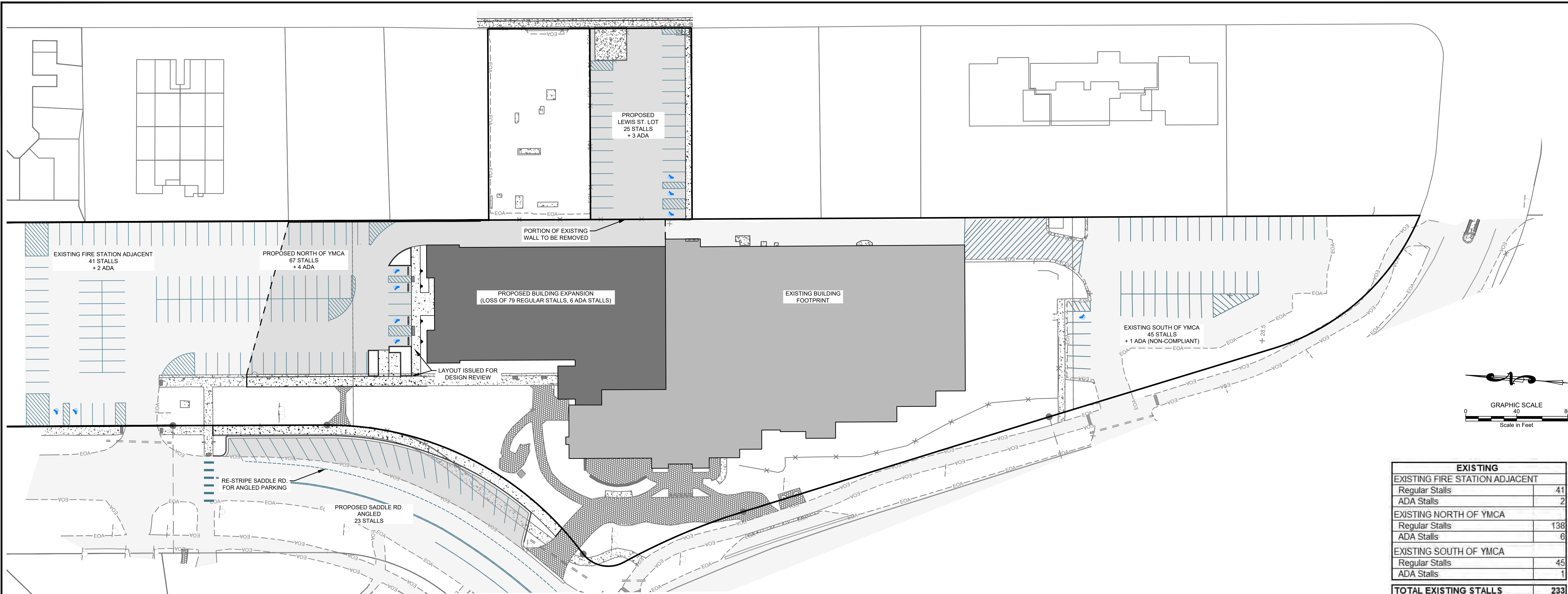
**Financial Impact:**

The URA has budgeted \$800,000 for the project. The construction estimates will be updated following initial approval by City Council and URA Board on the concept.

**Attachments:**

- |                                      |
|--------------------------------------|
| 1. Revised Parking Plan              |
| 2. 2019 YMCA parking agreement 20403 |

REUSE OF DRAWINGS: These drawings, or any portion thereof, shall not be used on any project or extension of this project except by agreement in writing with Galena-Benchmark Engineering.

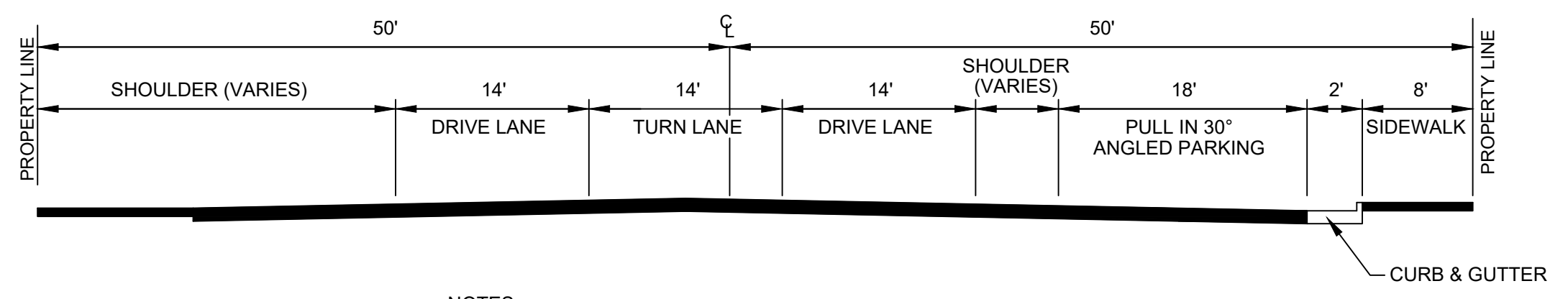


EXISTING	
EXISTING FIRE STATION ADJACENT	
Regular Stalls	41
ADA Stalls	2
EXISTING NORTH OF YMCA	
Regular Stalls	138
ADA Stalls	6
EXISTING SOUTH OF YMCA	
Regular Stalls	45
ADA Stalls	1
<b>TOTAL EXISTING STALLS</b>	<b>233</b>

PROPOSED OPTION 1	
EXISTING FIRE STATION ADJACENT	
Regular Stalls	41
ADA Stalls	2
PROPOSED NORTH OF YMCA	
Regular Stalls	67
ADA Stalls	4
PROPOSED LEWIS ST. LOT	
Regular Stalls	25
ADA Stalls	3
PROPOSED SADDLE RD. (ANGLED)	
Regular Stalls	23
ADA Stalls (TO ADDRESS)	0
EXISTING SOUTH OF YMCA	
Regular Stalls	45
ADA Stalls	1
<b>TOTAL PROPOSED</b>	<b>211</b>
<b>NET SPACES</b>	<b>-22</b>



VICINITY PARKING PER CITY OF KETCHUM -  
YMCA PARKING AGREEMENT ADDENDUM  
(11/04/2019)  
N.T.S.



NOTES:  
1. THE SCHEMATIC ABOVE SHOWS A CROSS SECTION OF THE PROPOSED 100-FOOT WIDE RIGHT-OF-WAY SECTION BASED ON CITY OF KETCHUM STANDARD DRAWING NO. 20.

1  
EX1.0

SADDLE ROAD 100' R.O.W.  
N.T.S.



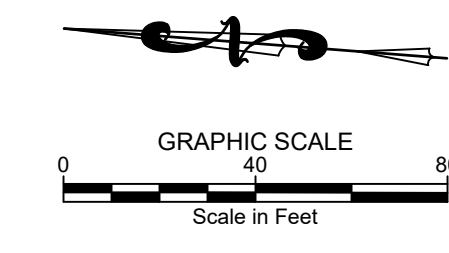
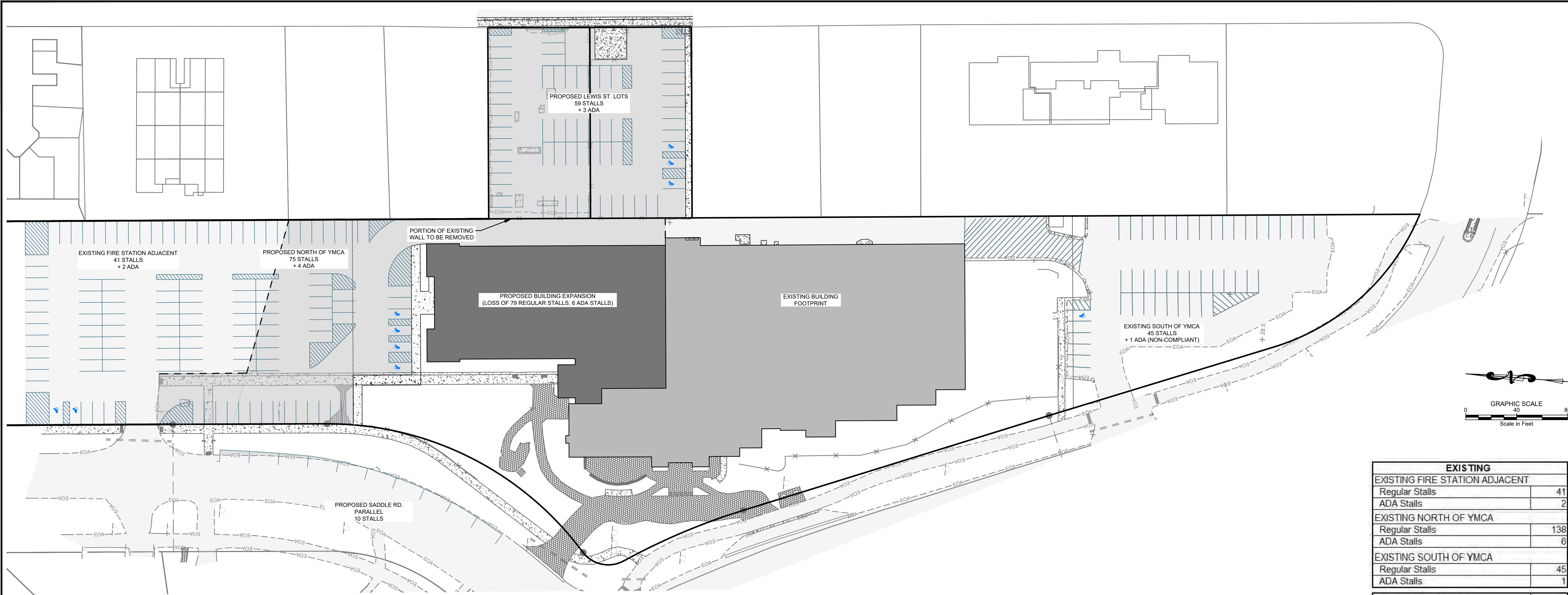
DESIGNED BY: PSF  
DRAWN BY: PSF  
CHECKED BY: JL  
SURVEY DATE: 10/07/25



PURPOSE: ISSUED FOR CITY OF KETCHUM REVIEW - 04/06/2026

NO.	DATE	BY	REVISIONS

REUSE OF DRAWINGS: These drawings, or any portion thereof, shall not be used on any project or extensions of this project except by agreement in writing with Galena-Benchmark Engineering.



EXISTING	
EXISTING FIRE STATION ADJACENT	
Regular Stalls	41
ADA Stalls	2
EXISTING NORTH OF YMCA	
Regular Stalls	138
ADA Stalls	6
EXISTING SOUTH OF YMCA	
Regular Stalls	45
ADA Stalls	1
<b>TOTAL EXISTING STALLS</b>	<b>233</b>
PROPOSED OPTION 2	
EXISTING FIRE STATION ADJACENT	
Regular Stalls	41
ADA Stalls	2
PROPOSED NORTH OF YMCA	
Regular Stalls	75
ADA Stalls	4
PROPOSED LEWIS ST. LOTS (COMBINED)	
Regular Stalls	59
ADA Stalls	3
PROPOSED SADDLE RD. (PARALLEL)	
Regular Stalls	10
ADA Stalls (TO ADDRESS)	0
EXISTING SOUTH OF YMCA	
Regular Stalls	45
ADA Stalls	1
<b>TOTAL PROPOSED</b>	<b>240</b>
<b>NET SPACES</b>	<b>7</b>

**PARKING CONCEPT - OVERALL EXHIBIT 2**  
**YMCA EXPANSION**  
 LOCATED WITHIN T.4 N., R.17 E., SECTIONS 12 & 13, B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO  
 PREPARED FOR: RLB ARCHITECTURA  
 PROJECT INFORMATION  
 (S:BMAL, ROST14N, R17E) Section 12 and 13, S333344wg/Continuation25334, CIVIL.dwg, 04/06/2026 7:42:29 PM



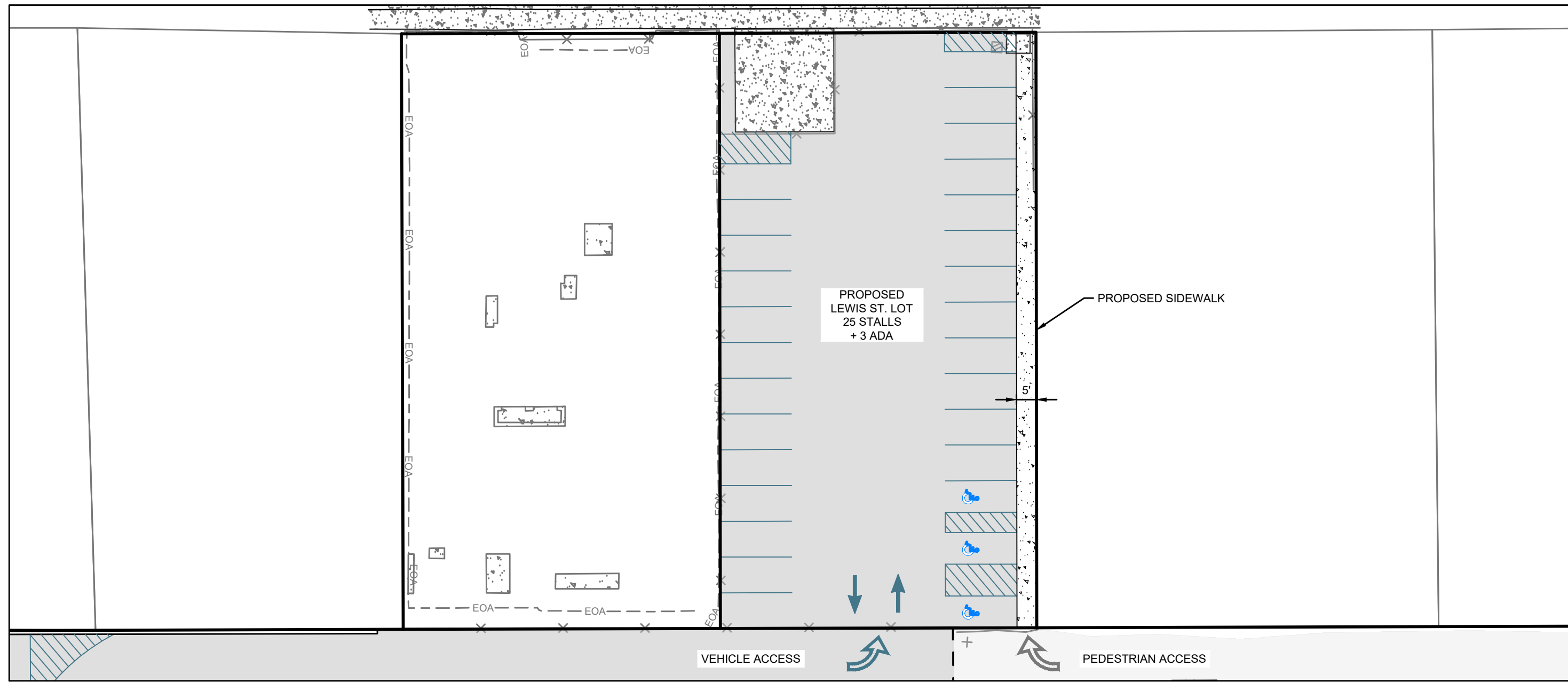
DESIGNED BY: PSF  
 DRAWN BY: PSF  
 CHECKED BY: JL  
 SURVEY DATE: 10/07/25



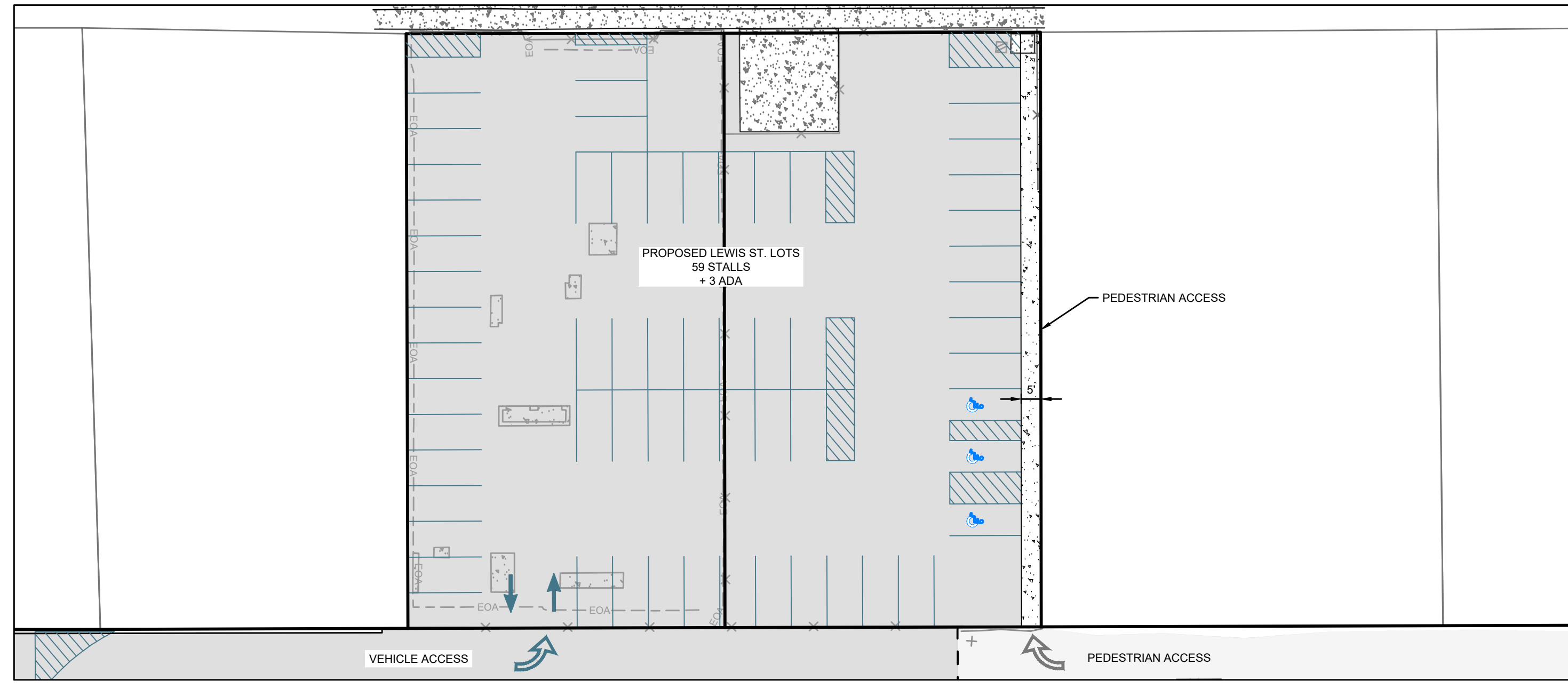
PURPOSE: ISSUED FOR CITY OF KETCHUM REVIEW - 04/06/2026

NO.	DATE	BY	REVISIONS

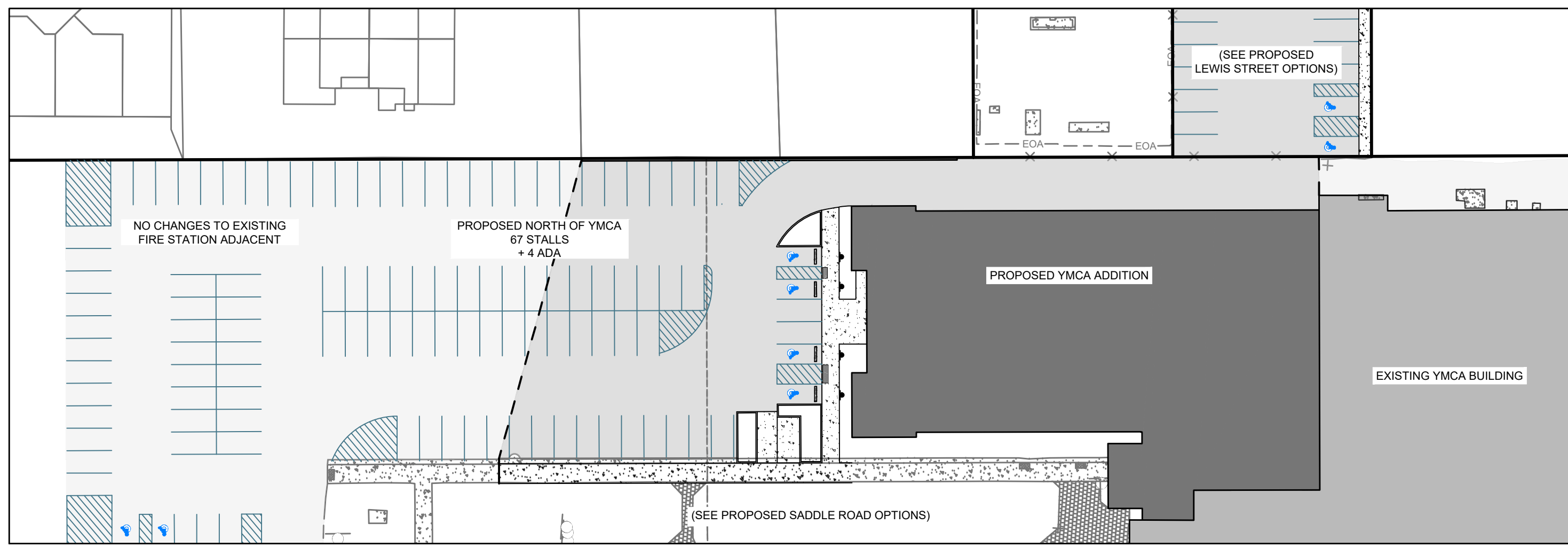
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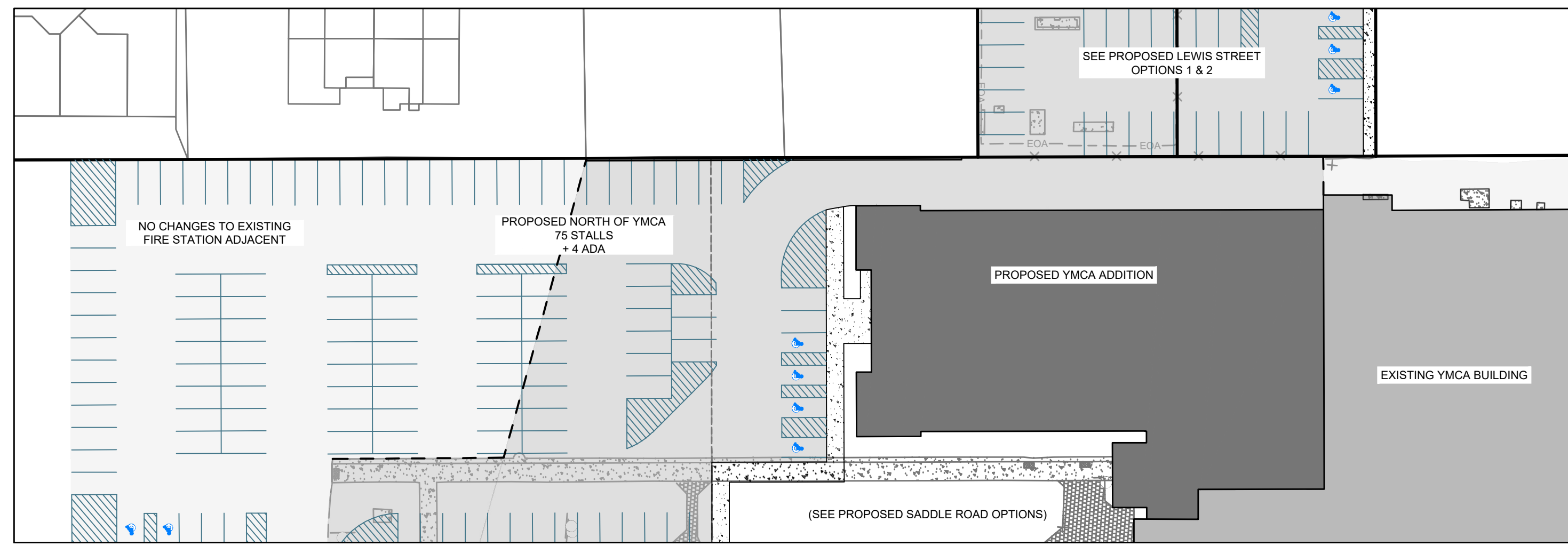
OPTION 1 - PROPOSED LEWIS ST. LOT N.T.S.



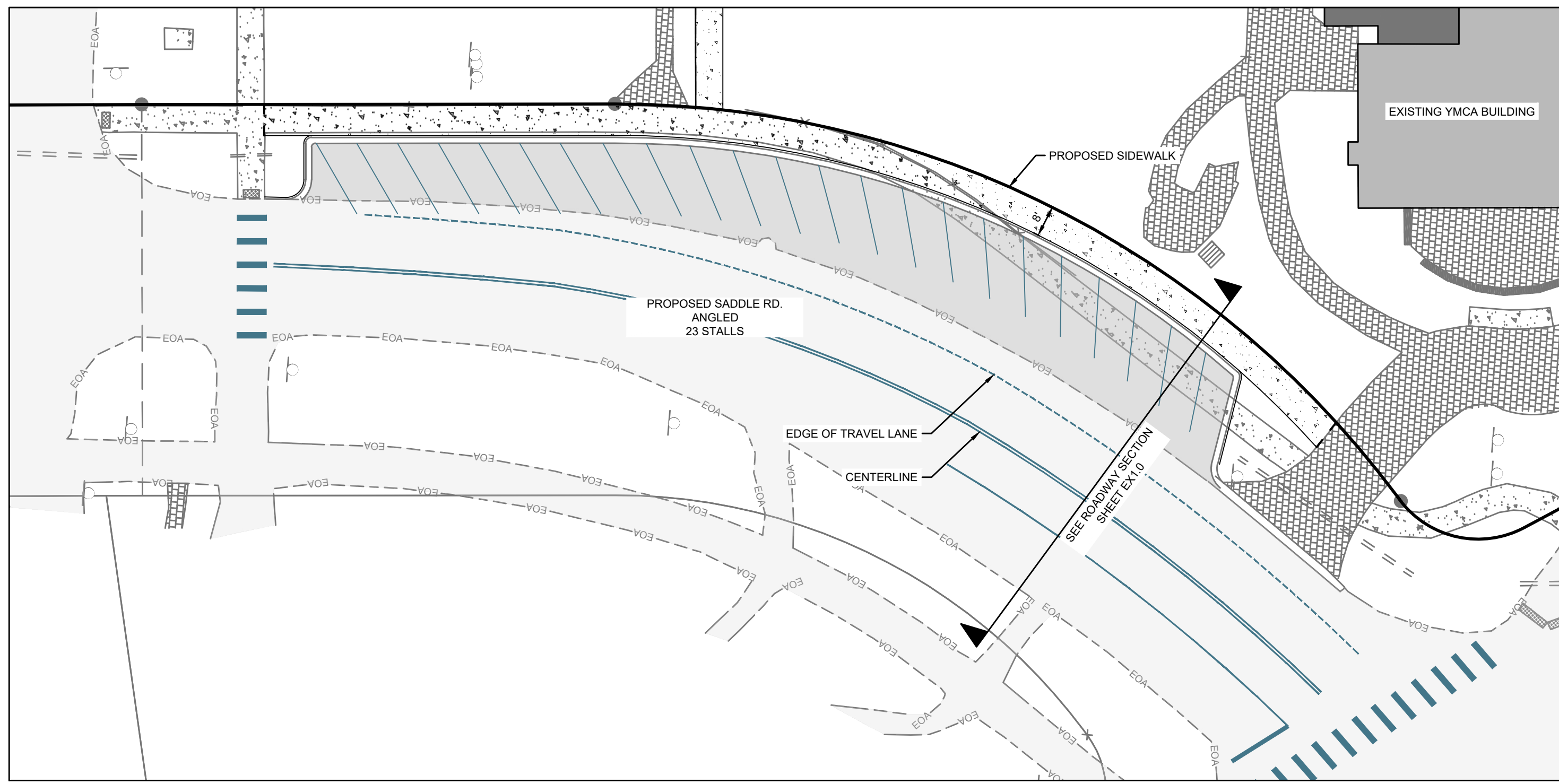
OPTION 2 - PROPOSED LEWIS ST. LOTS N.T.S.



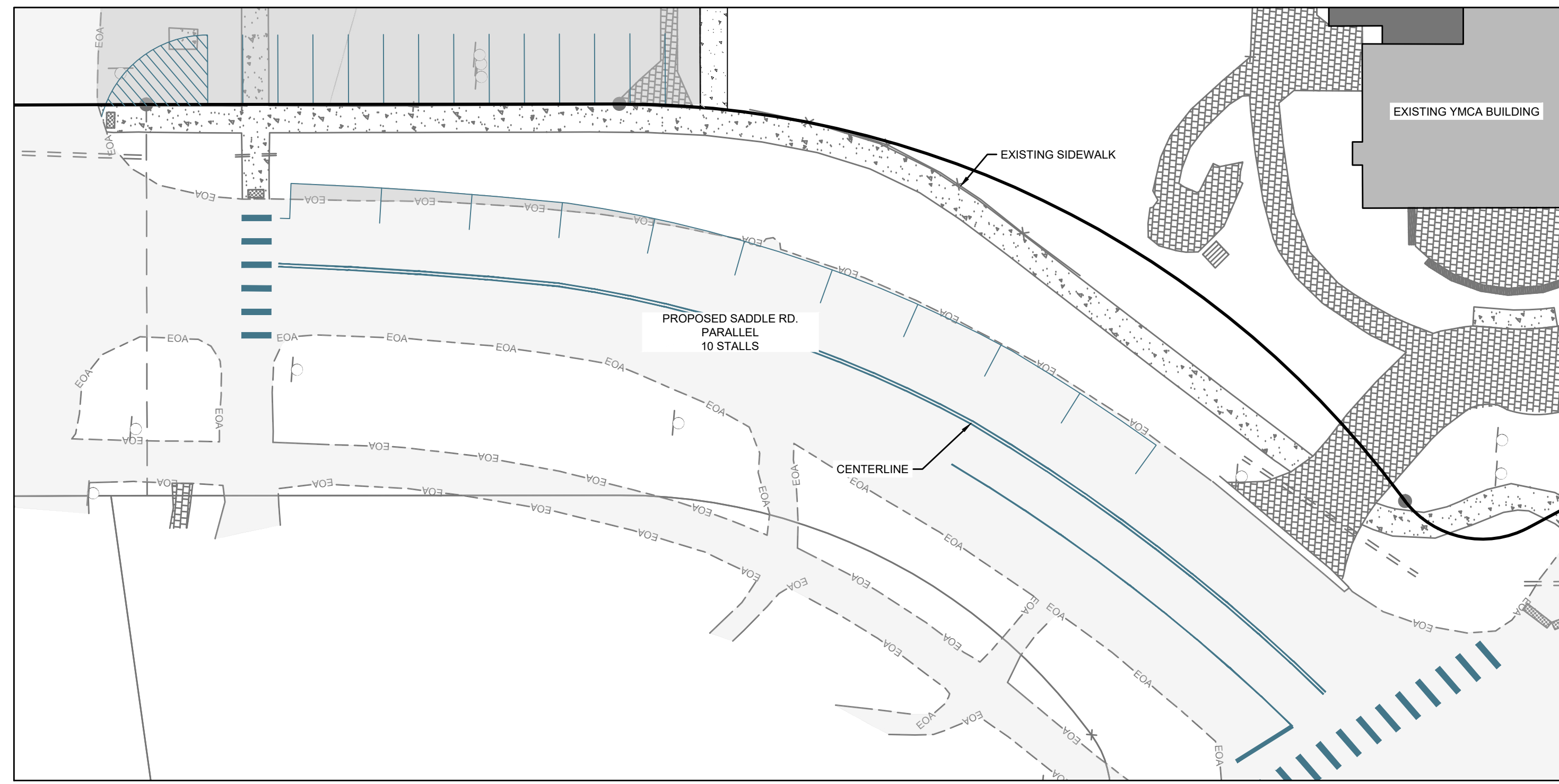
OPTION 1 - PROPOSED NORTH OF YMCA N.T.S.



OPTION 2 - PROPOSED NORTH OF YMCA N.T.S.

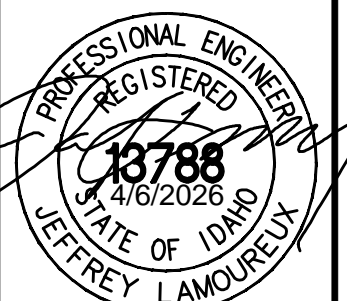


OPTION 1 - PROPOSED SADDLE RD. (ANGLED) N.T.S.



OPTION 2 - PROPOSED SADDLE RD. (PARALLEL) N.T.S.

PARKING CONCEPT - COMPARISONS  
YMCA EXPANSION  
LOCATED WITHIN T.4 N., R.17 E., SECTIONS 12 & 13, B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO  
PREPARED FOR: RLB ARCHITECTURA



DESIGNED BY: PSF  
DRAWN BY: PSF  
CHECKED BY: JL  
SURVEY DATE: 10/07/25



NO.	DATE	BY	REVISIONS

PURPOSE: ISSUED FOR CITY OF KETCHUM REVIEW - 04/06/2026  
EX3.0

**ADDENDUM AND AMENDMENT TO PARKING AGREEMENT**

This ADDENDUM AND AMENDMENT is made and entered into this 4<sup>th</sup> day of November, 2019, by and between the City of Ketchum, a municipal corporation of the State of Idaho ("Lessor" or "City"), and Wood River Community Young Men's Christian Association, Inc., dba Wood River Community YMCA, an Idaho nonprofit corporation ("Lessee" or "YMCA").

- A. The City leases certain real property to the YMCA ("Leased Property") under the Lease Agreement, dated March 16, 2005, with a First Amendment to Lease, dated April 25, 2013 ("Lease"). The Parties also entered into a Parking Agreement, dated October 12, 2006, ("Parking Agreement") to address parking requirements and joint use arrangements in connection with the lease.
- B. The Parking Agreement covers parking on the Development Parcel, being all remaining property within the identified Park and Ride Lot not leased to the YMCA, and upon which certain joint parking uses were allowed pending future development by City. The YMCA relies upon the availability of sufficient public parking on the City land not leased to the YMCA.
- C. The City is pursuing potential development of a fire station ("City Development") which will impact the Development Parcel with respect to public parking availability. The City desires to minimize impact on the public parking also available to the YMCA. The YMCA supports the City Development and desires to come to an arrangement to accommodate the changing needs of the Parties.
- D. The YMCA is planning for expansion and further development of YMCA facilities as contemplated in the Lease. The City supports the YMCA and its mission in the community, and desires to come to an arrangement to accommodate the changing needs of the Parties.
- E. The Parties desire to continue the existing Lease and Parking Agreement with certain addendums and amendments to address changing needs and clarify the duties of the Parties.

Therefore, the Parties agree to further addend and amend the Lease Agreement, as previously amended, and the Parking Agreement, as follows:

1. Continued Use of Development Parcel for YMCA Parking. The City will continue to permit the YMCA to jointly use public parking facilities on the Development Parcel for the YMCA's parking requirements as generally contemplated within the Lease and Parking Agreement. In the event of any inconsistency between this Addendum and Amendment and the Parking Agreement or Lease this Addendum and Amendment shall govern. Except as amended by this Addendum and Amendment the Lease and Parking Agreement are ratified and affirmed.

2. Vicinity Parking.

The Parties have identified 150 parking spaces as the number of spaces reasonably necessary for the YMCA to continue to generally serve its patrons and fulfill its mission. In consideration of the ongoing cooperative efforts and support between the City and YMCA the City will maintain public parking available for YMCA non-exclusive use within the Vicinity of the YMCA. The Vicinity, for purposes of this Addendum and Amendment, shall be the area as identified on Exhibit A.

Upon completion of the City Development, the City will, at no required expense to the YMCA, develop, manage, and provide public parking in the Vicinity in the amount of at least one-hundred and fifty (150) on-site, on-street, or off-street public parking spaces or other equivalent parking facilities, which the Parties mutually agree are sufficient to ensure that the YMCA reasonably has access to public parking spaces for its ordinary and routine use.

The Parties understand that retaining a certain level of parking more proximate to the YMCA facilities is also desirable. Therefore, to preserve such proximity, at least one-hundred (100) of such public parking spaces will be located On-Site. "On-Site" is defined as illustrated by Exhibit B hereto.

At the time of a building permit for the contemplated YMCA expansion, the City will, at no required expense to the YMCA, increase the development, management, and provision of public parking to at least two-hundred (200) public parking spaces or equivalent parking facilities within the Vicinity. The commitment for On-Site spaces will increase to one-hundred and fifty (150) spaces. The definition of "On-Site" at this time will be expanded to include the additional area illustrated on Exhibit C hereto.

The Parties understand that unique circumstances, special events, and non-routine events will occur and will not be considered interference with the routine provision of generally available public parking.

The Parties understand and agree that ADA compliant spaces will be included to the extent required by law. The Parties also understand and agree that at the time of this Addendum and Amendment these commitments will not include compact car spaces, and that the Parties shall work cooperatively to address changing automobile and parking habits over the course of the Lease.

3. No Designated or Committed Parking. The Parties understand and agree that all public parking developed by the City shall be open and available to general public use. None of the On-Site public parking spaces are hereby designated to, reserved, or committed solely to the YMCA.
4. Ongoing Cooperative Efforts; Reservation of City Rights. The Parties understand and agree that this Addendum and Amendment is a result of the designated City Development. The Parties acknowledge and agree the City Development is dependent on the electorate's approval of the bond measure on November 5, 2019 which approval is an express condition precedent to the rights and obligations of the Parties hereunder. In the event the bond measure is not approved this Addendum and Agreement will be deemed as without effect and in which case neither Party shall have any further rights or obligations hereunder. Subject to the terms and conditions of this Addendum and

Amendment, the City reserves all general rights to provide, manage, and maintain public parking under its municipal powers. The Parties will endeavor to maintain a cooperative and collaborative effort in addressing parking needs for future development.

This Addendum shall be effective as of the later date of execution below.

CITY OF KETCHUM

WOOD RIVER COMMUNITY YOUNG MEN'S  
CHRISTIAN ASSOCIATION, INC.

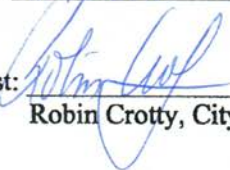
  
\_\_\_\_\_  
Neil Bradshaw, Mayor

Date: 11/4/2019

  
\_\_\_\_\_  
John Dondero, Board Chair

Date: 11/4/2019

Attest:

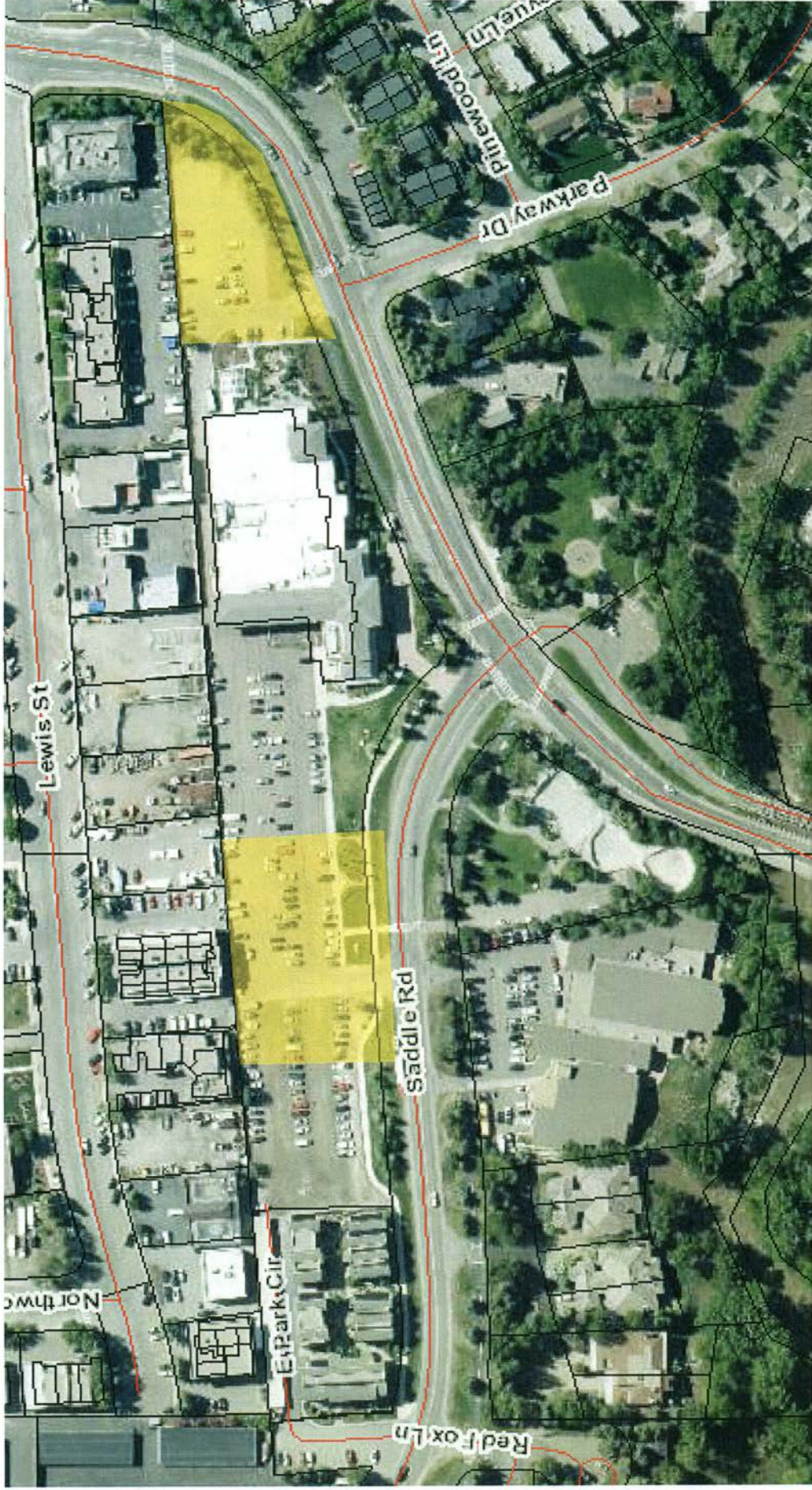
  
\_\_\_\_\_  
Robin Crotty, City Clerk

# ADDENDUM and AMENDMENT EXHIBIT A




**Legend**  
Vicinity

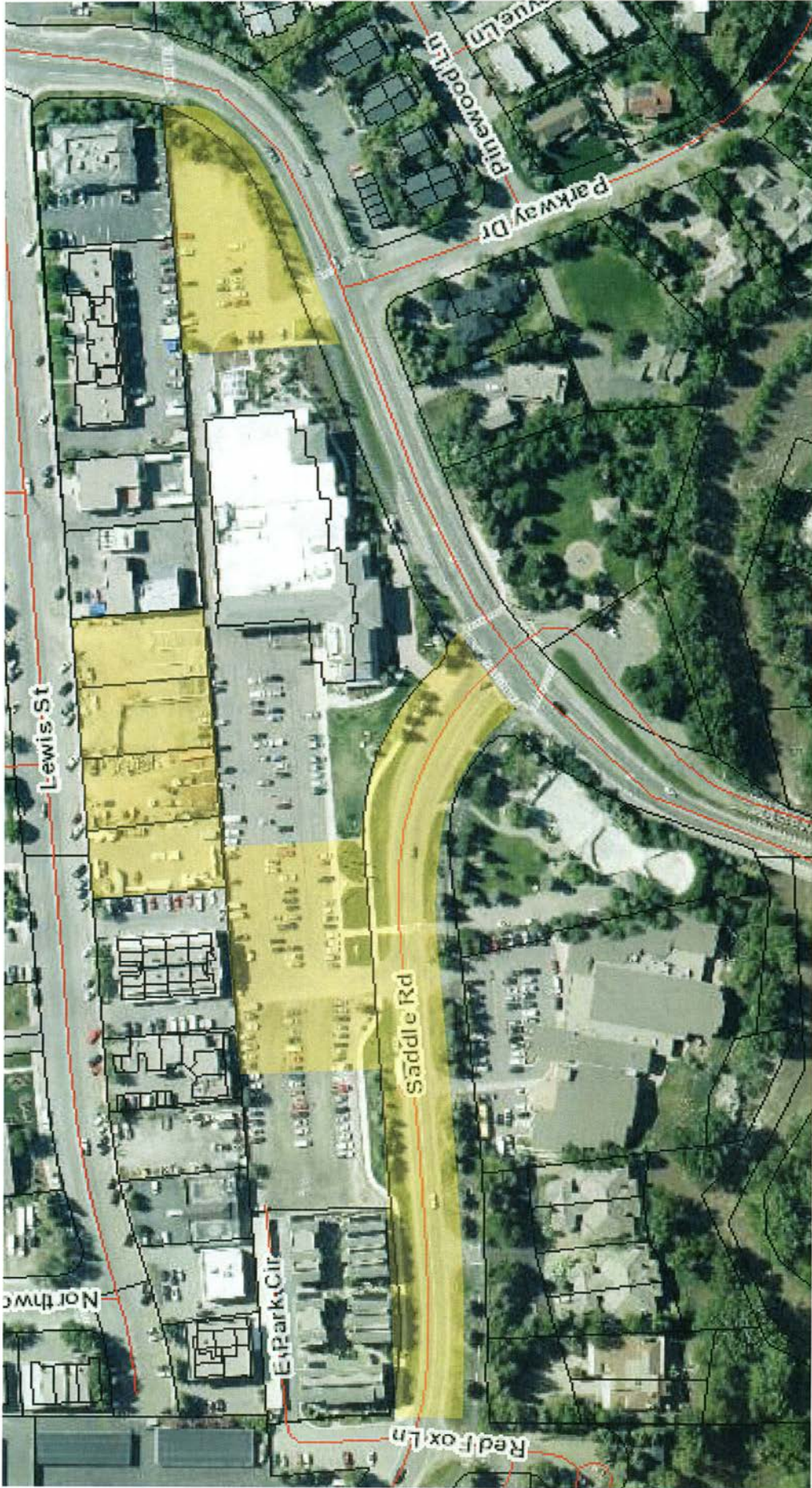
# ADDENDUM and AMENDMENT EXHIBIT B



## Legend

 On-site location for 100 parking spaces prior to YMCA expansion

# ADDENDUM and AMENDMENT EXHIBIT C



## Legend

 On-site parking location for 150 parking spaces after YMCA expansion