



## City of Ketchum

### CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: August 25, 2025 Staff Member/Dept: Jade Riley – Administration

Agenda Item: Recommendation to adopt Resolution #25-017 (ballot language for November election)

#### Recommended Motion:

"I move to adopt Resolution #25-017 with ballot language Option A."

-or-

"I move to adopt Resolution #25-017 with ballot language Option B."

#### Policy Analysis and Background:

- On May 19, the City Council was briefed by a member of the public who desired to change the legal form of city government from a Mayor-Council form of government to a Council-City Manager form of government (Idaho Code 50-801).
- The County Clerk has validated the necessary signatures have been collected to place this matter for voter consideration on the November ballot. City staff met with the County Clerk and Idaho Secretary of State to validate proper administration of the election. Note:
  - Only one set of questions will be seen at a time
  - Voters can skip questions and/or go back and change answers before final submission.
  - The County Clerk has also confirmed allowance of an introductory paragraph to orient voters and set expectations – \*draft\* language below:
    - **"The following ballot consists of four (4) total questions: two (2) pertain to the election of offices (Mayor and Council) per the current form of government, and two (2) pertain to a citizen's petition for an alternate form of government and its subsequent election of offices (Council).**
- The November ballot can be laid out in two ways:
  - Option A: current form of government first
    - Question 1 – vote for Mayor
    - Question 2 – vote for two Council Members
    - Question 3 – should the City of Ketchum government structure change?
    - Question 4 – should question three pass, please vote for top five Council Members
  - Option B: form of government question first
    - Question 1 – should the City of Ketchum government structure change?
    - Question 2 – should question three pass, please vote for top five Council Members
    - Question 3 – vote for Mayor
    - Question 4 – vote for two Council Members
- The Resolution will be updated with the chosen ballot language.

Sustainability Impact:

None.
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Financial Impact:

None OR Adequate funds exist in account:	None.
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Attachments:

- |   |
|---|
| 1. Illustrative of November ballot – Option A |
| 2. Illustrative of November ballot – Option B |
| 3. Resolution #25-017_DRAFT                   |

## OPTION A

### QUESTION #1

#### CANDIDATES FOR KETCHUM CITY OFFICES (Current form of government)

MAYOR (4 Year Term)\*

Vote for One (1)

- ☐ Candidate name
- ☐ Candidate name
- ☐ Candidate name
- ☐ Candidate name
- ☐ Write-in \_\_\_\_\_

### QUESTION #2

#### CANDIDATES FOR KETCHUM CITY OFFICES (Current form of government)

CITY COUNCIL (4 Year Term)\*

Vote for Two (2)

- ☐ Candidate name
- ☐ Candidate name
- ☐ Candidate name
- ☐ Candidate name
- ☐ Write-in \_\_\_\_\_

*\*Nullified should question 3 pass.*

### QUESTION #3

#### FORM OF GOVERNMENT (Resident initiated petition to change the form of government)

Shall the City of Ketchum adopt the **council-manager** plan of government as set forth in sections 50-801 through 50-812, Idaho Code?

- ☐ Yes
- ☐ No

A “yes” vote would change the City of Ketchum’s form of government to a **council-manager** plan in which the City Council appoints a city manager as the administrative head of city operations.

A “no” vote would retain the City of Ketchum’s current **mayor-council** form of government, in which an elected mayor is the chief administrative officer of the city.

### QUESTION #4

#### CANDIDATES FOR KETCHUM CITY OFFICES (Proposed alternate form of government)

In the event voters approve the change to the **council-manager** plan of government, city council seats would increase to five (5) and all positions would be filled by candidates on this ballot. No mayor would be elected; the new council would appoint one of its members to serve as mayor.

CITY COUNCIL\*

Vote for Five (5)

The three (3) candidates with the most votes shall be declared elected to serve four (4)-year terms, and the two (2) candidates with the next largest number of votes shall be declared elected to serve two (2)-year terms.

- ☐ Candidate name
- ☐ Candidate name
- ☐ Candidate name
- ☐ Candidate name
- ☐ Candidate name
- ☐ Write-in \_\_\_\_\_

*\*Nullified should question 3 fail.*

## OPTION B

### QUESTION #1

#### FORM OF GOVERNMENT

(Resident initiated petition to change the form of government)

Shall the City of Ketchum adopt the **council-manager** plan of government as set forth in sections 50-801 through 50-812, Idaho Code?

- Yes
- No

A “yes” vote would change the City of Ketchum’s form of government to a **council-manager** plan in which the City Council appoints a city manager as the administrative head of city operations.

A “no” vote would retain the City of Ketchum’s current **mayor-council** form of government, in which an elected mayor is the chief administrative officer of the city.

### QUESTION #2

#### CANDIDATES FOR KETCHUM CITY OFFICES (Proposed alternate form of government)

In the event voters approve the change to the **council-manager** plan of government, city council seats would increase to five (5) and all positions would be filled by candidates on this ballot. No mayor would be elected; the new council would appoint one of its members to serve as mayor.

#### CITY COUNCIL\*

Vote for Five (5)

The three (3) candidates with the most votes shall be declared elected to serve four (4)-year terms, and the two (2) candidates with the next largest number of votes shall be declared elected to serve two (2)-year terms.

- Candidate name
- Candidate name
- Candidate name
- Candidate name
- Candidate name
- Write-in \_\_\_\_\_

*\*Nullified should question 1 fail.*

### QUESTION #3

#### CANDIDATES FOR KETCHUM CITY OFFICES (Current form of government)

#### MAYOR (4 Year Term)\*

Vote for One (1)

- Candidate name
- Candidate name
- Candidate name
- Candidate name
- Write-in \_\_\_\_\_

### QUESTION #4

#### CANDIDATES FOR KETCHUM CITY OFFICES (Current form of government)

#### CITY COUNCIL (4 Year Term)\*

Vote for Two (2)

- Candidate name
- Candidate name
- Candidate name
- Candidate name
- Write-in \_\_\_\_\_

*\*Nullified should question 1 pass.*

## RESOLUTION NUMBER 25-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO CALLING AN ELECTION FOR THE SUBMISSION TO THE QUALIFIED ELECTORS OF THE CITY THE QUESTION OF WHETHER TO ADOPT A COUNCIL-MANAGER PLAN OF GOVERNMENT; CONFIRMING THE DATE OF THE ELECTION; PROVIDING FOR ADMINISTRATION OF THE ELECTION; APPROVING A FORM OF BALLOT PROPOSITION; PROVIDING FOR RELATED MATTERS; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Ketchum, Idaho (City), is a municipal corporation duly organized and operating under the laws of the State of Idaho;

WHEREAS, in accordance with Idaho Code §50-802, Ketchum electors appropriately initiated and submitted a petition to change the legal form of the Ketchum city government from a mayor-council form to a council-manager plan of government.

WHEREAS, the Blaine County Clerk has validated the necessary petition signatures collected.

WHEREAS, upon confirmed receipt of the petition and in accordance with Idaho Code §50-803(1), the Mayor by proclamation established an election date for holding an election on the petition question for the already-established November 4, 2025 regular election date.

WHEREAS, City staff has worked with the Blaine County Clerk and the Idaho Secretary of State to validate proper administration of the election.

WHEREAS, the City and the County will conduct an election for the aforesaid purpose as required by Chapter 8 of Title 50, Idaho Code.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Ketchum to:

### Section 1: ADMINISTRATION OF ELECTION

The administration of the election shall be conducted in accordance with Chapter 8 of Title 50 of Idaho Code, Chapter 14 of Title 34 of Idaho Code, and in accordance with this Resolution. The supervision and administration of the election and election laws shall be by the County Clerk as chief elections officer, in accordance with Idaho Code 50-403

### Section 2: BALLOT PROPOSITION

The ballot proposition for the council-manager election shall be in substantially the following form:

INSTRUCTIONS: Vote on the following questions by placing an X in the square(s) according to the way you desire to vote on that question. If you, by mistake or accident, tear, deface, wrongly mark or otherwise mutilate this ballot, return it to the election judge and get another.

EXAMPLE BALLOT TO BE INSERTED AFTER ADOPTION FROM COUNCIL.

#### Section 3: OFFICERS AUTHORIZED

The officers of the City are hereby authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Resolution.

#### Section 4: RATIFICATION

All actions heretofore taken, not inconsistent with the provisions of the Resolution, by the Mayor and Council directed toward the holding of the election called for herein, are hereby ratified, approved, and confirmed.

APPROVED BY THE COUNCIL THIS 25TH DAY OF AUGUST 2025.  
THIS RESOLUTION WILL BE IN FULL FORCE AND EFFECT UPON ITS ADOPTION THIS 25TH DAY OF AUGUST 2025.

CITY OF KETCHUM, IDAHO

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Mayor Neil Bradshaw

ATTEST:

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Trent Donat, City Clerk