



# City Council

## Regular Meeting

~ Minutes ~

480 East Avenue North  
Ketchum, ID 83340  
<http://ketchumidaho.org/>

Robin Crotty  
208-726-3841

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Monday, March 19, 2018

5:30 PM

Ketchum City Hall

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**Present:** Mayor Neil Bradshaw  
Council President Michael David  
Councilor Jim Slanetz  
Councilor Amanda Breen  
Councilor Courtney Hamilton

**Also Present:** Ketchum City Administrator Suzanne Frick  
Ketchum City Attorney William Punkoney  
Director of Finance and Internal Services Grant Gager  
City Administrator Suzanne Frick

**1. CALL TO ORDER: By Mayor Neil Bradshaw**

Mayor Neil Bradshaw advised the public that live streaming of the meeting is down, however, we will provide a copy of the meeting to anybody who requests one.

**2. ROLL CALL**

**3. COMMUNICATIONS FROM MAYOR AND COUNCILORS**

On behalf of the Mayor and the City Council, Director of Planning & Building Micah Austin was presented with a box of chocolates in appreciation of his service to the City of Ketchum.

Councilor Courtney Hamilton talked about the branding session for Visit Sun Valley that she participated in as well as her participation in an incident command activity. She talked about the parking open house which, while less attended than the first one made her feel we were on the right track. Courtney Hamilton and Mayor Neil Bradshaw talked about their involvement at Hemmingway School with the 3<sup>rd</sup> graders. She advised that an events commission will be forming in the future and talked about what that group will be working on.

Council President Michael David said it was great to see the activity in town during the film festival. He talked about a no smoking ordinance that was passed many years ago. One of the components was no smoking within 30 ft of a bus stop. He doesn't believe the city is enforcing this and would like the city to restart that program and come up with a plan.

Councilor Jim Slanetz reiterated the success of the film festival and his thanks to Director of Planning & Building Micah Austin for his years of service.

Council President Michael David talked about the Nationals coming up and Mountain Rides Bus schedule during that time. He advised that there will be an opening ceremony Friday night with a live band.

**a. Appointment of Planning and Zoning Commissioner - Resolution # 18-009**

Mayor Neil Bradshaw would like to appoint Kurt Eggers to the P & Z Commission.

**Motion to approve Resolution 2018-09, thereby appointing Kurt Eggers to the Planning and Zoning Commission.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Courtney Hamilton, Councilor
<b>SECONDER:</b>	Michael David, Council President
<b>AYES:</b>	David, Slanetz, Breen, Hamilton

**4. COMMUNICATIONS FROM THE PUBLIC on matters not on the agenda (Comments will be kept to 3 minutes)**

Jim Hungelmann, a resident who lives out Warm Springs, talked about the previously presented \$23 M remodel as well as the Forest Service Building conversations. He advised that he now understands there is a \$3.1. M plan for a new building. He talked about alternatives, transparency and more communication. He advised that the cost will be more than \$3.1 M since the fire department does not have a home yet. He believes the city should work within its budget. He also questioned the existence of the KURA and the legalities behind it.

Royce Milasky played a 3-minute video regarding Harriman Square. He talked about the Sun Dial in the Street and asked council to finish Harriman Square for its beauty and safety of the community.

Brett Moellenberg, resident of Ketchum and director of the Spot advised the catering license from the Warfield for use in the spot was denied for this weekend. He talked about previous performances and corrections that were made for safety. He talked about the reason for the denial and a problem with the risers. He is looking for help and direction from the Council, so he can be sure this doesn't happen again? Mayor Bradshaw advised he will work with staff to get an answer.

Zoltan Milasky, Royce Milasky's son, gave the history of Harriman Square. This project was never completed. Zoltan Milasky talked about what is left to be done to have a completed project and advised that it would help in the rebranding of the community. He requested the council to allocate funds to assist in the completion of this project.

Gary Lipton, Ketchum resident asked if the city gives money to non-profits. He is suggesting that the city do their due diligence

**5. CONSENT AGENDA: Note: The Council is asked to approve the following listed items by a single vote, except for any items that a Councilmember asks to be removed from the Consent Agenda and considered separately.**

Councilor Courtney Hamilton questioned if there are any ongoing costs associated with the servers? Director of Finance and Internal Services Grant Gager explained it is a onetime cost. Courtney Hamilton also questioned the striping on the street. City Administrator Suzanne Frick explained that the Traffic Authority handles issues with the striping.

Councilor Jim Slanetz questioned the fuel bills for the Street Department. Street Superintendent Brian Christiansen explained that the fuel bills are from United Oil and Wex. Wex is Sinclair Oil. Wex is only used when the United Oil pumps are down.

Councilor Courtney Hamilton questioned the Fire Captain promotion. Fire Chief Mike Elle explained we have an opening since Tom McLean retired. City Administrator Suzanne Frick advised that this is a new process that we agreed to take on from the Fire Fighters Union. This is a collaboration between city and union. Courtney Hamilton questioned what 491 Sun Valley Road is that the city receives rent from? Director of Finance & Internal Services Grant Gager advised that it's the Starbucks building. Fire and

Rescue expenditures were questioned, and Grant Gager explained that the fire fighter agreement was agreed to after the budget process and a retired employee had a large payout. Grant Gager explained the difference from this year to last year. Courtney Hamilton asked about the water revenue and requested an explanation of the change to monthly billing. Grant Gager explained the monthly billing and how the revenue works.

- a. **Approval of Minutes: Regular Meeting of March 5, 2018**
- b. **Authorization and approval of the payroll register**
- c. **Authorization and approval of the disbursement of funds from the City’s treasury for the payment of bills in the total sum of \$310, 724.05 as presented by the Treasurer.**
- d. **Monthly Financial State of the City—Director of Finance and Internal Services Grant Gager**
- e. **Recommendation to approve Contract #20148 with Arbor Care for Plant HealthCare – Facilities Maintenance Supervisor, Juerg Stauffacher**
- f. **Recommendation to approve Contract #20158 with Lily & Fern for Flower Care – Facilities Maintenance Supervisor Juerg Stauffacher**
- g. **Recommendation to approve Purchase Order #20166 for server software upgrade - Director of Finance and Internal Services Grant Gager**
- h. **Cancel Council meeting on Monday May 7, 2018 and Reschedule for Tuesday May 1, 2018**
- i. **Recommendation to approve Contract #20161 with Bannon and Associates for Fire Captain Recruitment – Fire Chief Mike Elle**
- j. **Recommendation to approve Purchase Order #20168 for the Street Paint Bid with Swofford Line Striping – Street Superintendent Brian Christiansen**
- k. **Recommendation to approve Contract #20163 with Assessment and Compliance Services (ACS) for a Phase I Environmental Study for Lot 5 and 6 of Block 19 (1st and Washington parking lot)—City Administrator Suzanne Frick**

**Motion to approve the consent agenda**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Amanda Breen, Councilor
<b>SECONDER:</b>	Courtney Hamilton, Council President
<b>AYES:</b>	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

**6. PUBLIC HEARINGS AND DISCUSSIONS (Public comment and input taken on the following items)**

- a. **Approval of Resolution 18-007 of the City Council making findings declaring intent to sell certain real property at Lots 5 and 6, Block 19, Ketchum Townsite (1st and Washington Parking Lot)**

Mayor Neil Bradshaw explained that Resolution 18-007 is to clarify that the Council is in agreement with the sale of the lot on 1<sup>st</sup> and Washington.

Julie Johnson owner and operator of Nourish Me talked about the citizens who support the community. Businesses did not find parking an issue until now. Once parking is gone we won't get this back. She would like to support the first hour free until 5p.m.

Jim Hungelmann questioned the public process. Mayor Neil Bradshaw explained the process.

**Motion to approve 18-007 declaring the City’s intention to sell the 1<sup>st</sup> and Washington parking lot.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Amanda Breen, Councilor
<b>SECONDER:</b>	Michael David, Council President
<b>AYES:</b>	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

**b. Recommendation to approve Resolution 18-010 approving second option for the Purchase and Sale Agreement for 5th Street**

Mayor Neil Bradshaw asked for comments from the public on the purchase and sale agreement on the 5th street building.

Gary Hoffman, Ketchum resident advised that he has been following this subject for 2 years. He thanked Mayor and Council for the public meetings and talked about his support of the purchase of the building. Mr. Hoffman stated that there are no other alternatives that are viable.

Jim Hungelmann would like to see a one-page document outlining the purchase. He talked about the budget. He understands the City wants to do the right thing but said that it is difficult being part of the public.

Councilor Courtney Hamilton asked if the information from the open house is on the website. City Administrator Suzanne Frick advised it will be posted in the morning.

Gary Lipton, Ketchum resident, advised that he thinks the city has been very transparent. It's up to the public to do their homework.

Councilor Amanda Breen advised that she has had questions from the public regarding space for the Police Department in the new building. Mayor Neil Bradshaw advised that the building has a great place for the police and the citizens. The biggest problem is storage of police vehicles and take-home vehicles was presented. Police Chief Dave Kassner believes the new building will meet the Police Department's needs. He said there would be 3 to 5 vehicles on site at one time and there is sufficient parking for that. Mayor Bradshaw added that there has been talk of under grounding power lines and removing a tree that would give more parking spots.

Emergency Operations center was discussed. City Administrator Suzanne Frick advised it would be in the Council chambers until a new location for the fire facility is established.

Council President Michael David advised that the City has received the appraisal. Mayor Bradshaw talked about the current rental rates and how that affected the appraisal value. Councilor Jim Slanetz talked about the purchase price of \$3.1 M and the fact that we still need to do a remodel. Mayor Bradshaw talked about the additional costs and the revenues that will continue to come in during the build of the fire station. Councilor Jim Slanetz talked about the positives of this plan as well.

**Motion to adopt resolution 18-010 to exercise the second option outlined in Contract 20071.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Courtney Hamilton, Councilor
<b>SECONDER:</b>	Michael David, Council President
<b>AYES:</b>	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

**c. Council direction on amending outdoor vending regulations**

Mayor Neil Bradshaw asked for comments from the public.

George Kirk, resident of Blaine County, talked about a previous survey that was done. He is anxious to hear Micah Austin's staff report.

Mayor Neil Bradshaw talked about the importance of entry level housing as well as entry level businesses. Councilor Courtney Hamilton asked about the distinction of food trucks at events rather than a seasonal basis. Director of Planning & Building Micah Austin advised that these vending regulations and special event regulations are two separate policies. Courtney Hamilton asked if there are any requirements for parking or restrooms. Micah Austin explained what staff currently looks at and advised that currently we only allow one vendor per site. She questioned the health and safety aspect of the food trucks. Micah Austin explained that is a separate process that the city is not involved in.

Councilor Amanda Breen talked about the ordinance being created in 1994 and the fact that it has not since been updated. She feels it is very worthwhile to talk about this discussion and hopes at the next meeting there will be more restaurant owners and food truck owners present to give their opinions. Councilor Jim Slanetz agreed and talked about finding the balance between bricks and mortar and what the public wants.

Mayor Neil Bradshaw asked if there should be more public outreach prior to a rewrite. Councilor Courtney Hamilton was in favor of an open house. Council President Michael David asked if this is just for food trucks. Director of Planning & Building Micah Austin explained that it is any type of vending such as souvenirs, tee shirts etc. Mayor Neil Bradshaw would like more community input. Michael David talked about the tourist economy and the need for late night vending. How many vendors allowed per lot verses the actual physical size of the space was discussed. Michael David is in favor of the open house. Amanda Breen agreed and advised that she would like this resolved before June 1, 2018. This will be put on one of the April agendas and an open house will be scheduled prior to that.

- d. **City-initiated text amendment amending development standards for properties located in the Avalanche District and creating standards for Neighborhood and Commercial Snow Storage Facilities. Amendments apply to Title 17, Ketchum Municipal Code, Chapter 17.08, Chapter 17.12, Chapter 17.92, Chapter 17.124, and Section 17.92.010 and Title 16, Ketchum Municipal Code, Section 16.04.040**

Senior Planner Brittany Skelton pointed out two important facts. The first one being inconsistencies to the way in which the ordinance is written and the second being snow storage operations.

Mayor Neil Bradshaw asked for public comment. There was none.

Councilor Courtney Hamilton questioned the City being exempt of these standards and how that works. Senior Planner Brittany Skelton explained the city is not exempt to the flood plain area. Commercial snow storage was discussed. Courtney Hamilton asked about the enforcement policy for the rental restrictions. Brittany Skelton advised that she does not know what that would look like, but this has been in the ordinance since it was written. Director of Planning & Building Micah Austin does not believe it has ever been enforced. Councilor Michael David talked about traffic concerns and asked if this change addressed this. Brittany Skelton talked about the Administrator's ability to step in and address these concerns. Micah Austin talked about enforcement issues and about written public comment that came forward and advised that since we now have CSO's this may now be enforced. Brainstorming was done.

**Motion to approve the first reading by title only, of Ordinance No. 1181 finding the text amendments are in accordance with the Comprehensive Plan, Zoning Ordinance, and Subdivision Ordinance.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Amanda Breen, Councilor
<b>SECONDER:</b>	Jim Slanetz, Councilor
<b>AYES:</b>	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

**e. Recommendations on paid parking rates and direction to Traffic Authority – Director of Finance and Internal Services Grant Gager**

Mayor Neil Bradshaw opened the meeting for public comment.

Robert Kantor, resident of Blaine County, made suggestions regarding parking. He talked about living and working in Ketchum and about people currently being ticketed \$50 per day even if the people are diligent. He suggested creating various zones around business that get paid permit parking and to give some consideration of certain segments of blocks in the transition area. He volunteered to help.

Gary Lipton, resident of Ketchum has a vested interest in making sure this parking lot works. He does not want the parking rates lowered too much. He encouraged parking a few blocks away and walking.

Julie Johnson is willing to help educate the public with the app and is in favor of the first hour of parking for free.

Jim Hungleman talked about traffic dense places in other cities and voiced that Ketchum does not come close. He talked about making this particular lot, volunteer paid parking.

Mayor Neil Bradshaw advised that the proposal is in the packet and he would like an agreement and a policy in place for one year as well as educating the public on the app. This is not about making money, it is about parking management.

Councilor Courtney Hamilton would like to do one hour free at the Leadville Lot as well. Councilor Amanda Breen agrees that this could be confusing if both lots aren't treated the same. Mayor Bradshaw advised that every option is possible, and he does not want to confuse the public.

Director of Finance and Internal Services Grant Gager talked about enforcement and the possibility of making whatever the council decides on work. He talked about the differences in the two lots and who is using those lots. He reiterated that the revenue is not the goal of the parking lot, it is to help the parking situation for patrons. Councilor Amanda Breen reiterated that if we have different rates in different lots we need to have really good signage and communication. The council deliberated the suggestion of keeping the lots at the same rates. Grant Gager explained what the Traffic Authority has put in place and gave the statistics of how and when the funds are coming in and when the parking lots are being used.

Mayor Neil Bradshaw and Council deliberated their options. Councilor Courtney Hamilton asked about the monthly permits and the timing of issuance and expiration. It was decided that monthly rates would start on the 15<sup>th</sup> of each month. Councilor Amanda Breen is ok with not having the first hour free because of the low .25 cent rate. Mayor Neil Bradshaw is asking for direction to give to the Traffic Authority. Council President Michael David added that he is fine with this the way it is but wanted to emphasize we still need to get people together to form a parking solution. We don't have a shortage of parking spaces in the community. The City has plenty of parking you can see with the empty lot. He talked about the positives of parking and walking around town and about the peak times when there is a shortage of premium parking spots. He would like to get retailers together to come up with a solution.

Mayor Neil Bradshaw asked Director of Finance and Internal Services Grant Gager when this will come online. Grant Gager advised that at the latest it would be June 15, 2018. Mayor Bradshaw asked about signage and if the changes could be done before the signage is in place. Grant Gager talked about his hesitation. Mayor Bradshaw would like to encourage the Traffic Authority to push this out quickly even without signage. City Administrator Suzanne Frick advised that the traffic authority will most likely have a special meeting. She advised that we could possibly do some temporary signage, but we could talk to the programmers and get this going asap.

**f. Recommendation to approve letter in support of Sun Valley Economic Development's position on property tax incentives**

Mayor Neil Bradshaw opened the meeting for public comment. There was none.

Councilor Courtney Hamilton voiced that she is opposed to the letter in the packet because of the subjectivity of assessing economic value, the potential downside of adding a business development aspect as opposed to focusing solely on housing and the high rent cost that is 140% of the average. Councilor Jim Slanetz said economic benefits is very vague. Mayor Neil Bradshaw asked if Council would like to pull the letter? Councilor Amanda Breen said this topic is on the County's agenda tomorrow. There is not a lot of energy behind it. Council President Michael David agreed with Courtney Hamilton's points. Council agreed to hold off and to pull the letter.

**g. Recommendation to approve Resolution 18-008 dissolving the Ketchum Energy Advisory Commission**

Mayor Bradshaw explained Resolution 18-008 and the reason he is requesting to dissolve this group. He talked about developing an Energy Conservation Water and Waste Water Group that will be led voluntarily. There will be more about this when there are members appointed.

**Motion to approve Resolution 18-008 to dissolve the Ketchum Energy Advisory Commission.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Michael David, Council President
<b>SECONDER:</b>	Courtney Hamilton, Councilor
<b>AYES:</b>	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

**h. Recommendation to Approve MOU with Ketchum/Sun Valley Volunteer Firefighters Association for Fire Training Facility Contract #20165 - City Administrator Suzanne Frick**

Mayor Neil Bradshaw moved this item to the beginning of the meeting and started by asking the public for comments.

Jim Hungelmann questioned what the training is about and if this is a new budget item and what is involved? Mayor Bradshaw highlighted the Contract. City Administrator Suzanne Frick advised she would propose a change in the dates of the contract from 12 months to 18 months

**Motion to approve MOU 20165 between the City of Ketchum and the Ketchum/Sun Valley Volunteer Association.**

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Courtney Hamilton, Councilor  
**SECONDER:** Michael David, Council President  
**AYES:** Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

7. **STAFF AND COUNCIL COMMUNICATIONS (council deliberation, public comment not taken)**

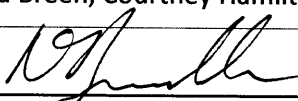
8. **EXECUTIVE SESSION**

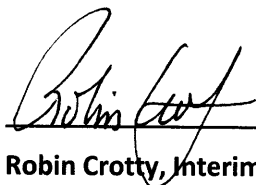
No executive session.

9. **ADJOURNMENT**

**Motion to adjourn at 7:36 p.m.**

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Michael David, Council President  
**SECONDER:** Amanda Breen, Councilor  
**AYES:** Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

  
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Neil Bradshaw, Mayor

  
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Robin Crotty, Interim City Clerk