



# City Council

## Regular Meeting

~ Minutes ~

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

Robin Crotty  
208-726-3841

Monday, March 5, 2018

5:30 PM

Ketchum City Hall

**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 Mathew Johnson  
Director of Finance and Internal Services Grant Gager  
Assistant City Administrator Lisa Enourato

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

Mayor Neil Bradshaw called the meeting to order at 5:32 PM

**3. APPROVE COUNCIL MEETING AGENDA POSTING: RECEIVE AND APPROVE THE REPORT OF THE CITY CLERK OF THE POSTING OF THIS MEETING'S AGENDA NOTICE.**

**Motion to approve the posting of the agenda.**

<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

**4. COMMUNICATIONS FROM MAYOR AND COUNCILORS**

Councilor Jim Slanetz expressed traffic safety concerns around the post office and suggested coming up with a safety plan. He also questioned the size of the snow piles that have not yet been removed since the last snow storm. Street Superintendent Brian Christiansen advised that the snow came too quick and too fast to keep ahead of it. Cleaning up efforts have continued.

Council President Michael David thanked the Street Department for their snow plowing efforts however questioned the snow storage ordinance. Director of Planning & Building Micah Austin advised that the Avalanche and Snow Storage Ordinance will be coming before Council at a later date.

Mayor Neil Bradshaw advised that traffic safety concerns will go to the Traffic Authority to be resolved. He thanked the Street Department and the community for their efforts of clearing and understanding the snow removal efforts. Mayor Bradshaw also thanked the public for their attendance at the city hall open house and invited everyone to attend the parking open house on Thursday, March 8<sup>th</sup> at the Limelight Hotel.

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

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

6. **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.**

- a. **Approval of Minutes: Regular Meeting of February 20, 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 \$334,767.86 as presented by the Treasurer.**

Councilor Courtney Hamilton commented on the approved funding of KIC for the 17/18 fiscal year. City Administrator Suzanne Frick explained the fiscal year expenses and liabilities. Courtney Hamilton wanted to be sure the public understands that KIC has billed 1/3 of their expenses for the fiscal year.

**Motion to approve the disbursement of funds from the City's treasury for the payment of bills in the sum of \$334,767.86 as presented by the Treasurer**

<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

- d. **Recommendation to Adopt Resolution 18-005 – Destruction and Disposal of Temporary & Semi-Permanent Records**
- e. **Recommendation to approve the Chip Spreader bid**
- f. **Recommendation to approve Contract #20157 from Canyon Excavation for KSC Treatment Plant Outfall Pipe River Re-Grade**
- g. **Receive and acknowledge public release of Eco Northwest Study on Community Housing**
- h. **Recommendation to approve the Crew Cab Pickup Truck bid**
- i. **Recommendation to authorize purchase of new vehicle for Ketchum Police Department**

Councilor Jim Slanetz questioned the purchase of the new police vehicle. The mileage is not very high, and he questioned the return on investment. Police Chief Dave Kassner explained that the recommended mileage is not more than 100,000. Jim Slanetz questioned the possibility of getting a new engine. Dave Kassner advised that he does not think that would be a good investment. The life expectancy and the value of the car was discussed.

**Motion to approve the purchase of the new 2018 Chevy Tahoe.**

<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

- j. **Approval of Encroachment Agreement Contract #20160 for Giacobbi Square**
- k. **Approval of letter opposing HB 547—Mayor Neil Bradshaw**

Mayor asked council if they would like anything removed from the consent agenda. Council President Michael David questioned if the EcoNorthwest study would be on a future agenda. Mayor Neil Bradshaw advised that more detail will be discussed at a future meeting. Michael David stated for the record that the city needs to get aggressive with this. Mayor Neil Bradshaw advised that there are many balls in the air regarding housing and is hopeful to be able to fast track them. County partnerships are important, and he is working diligently with the county on this issue.

Councilor Jim Slanetz would like to pull (6i) police car and Councilor Courtney Hamilton questioned the KIC March Payment (6c).

**Motion to approve the consent with the removal of 6c and 6i for discussion**

<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

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

- a. **Discussion and adoption of Resolution 18-006, adopting water conservation guidelines as best practices for the City of Ketchum and Wood River Valley Community**

Mayor Neil Bradshaw expressed his excitement over water conservation.

Director of Planning & Building Micah Austin explained this is a valley wide effort. All cities (Hailey, Sun Valley and Bellevue) are adopting Water Conservation Guidelines in the month of March. Micah Austin gave credit to the individuals that were involved in the creation of the guidelines.

Mayor Neil Bradshaw asked for public comment.

Patti Lousen with the Wood River Land Trust gave the background of the Trust and their relationship with Ketchum. Councilor Amanda Breen asked why this can't be codified. Patti Lousen explained that this is not the time to move in that direction due to enforcement, this is time for education. Attorney Matt Johnson will look into issues with codifying in the future. Patti Lousen advised that the Water Resource Board is very excited about this and would like to be kept informed.

Councilor Courtney Hamilton thanked Patti Lousen for her hard work and making this happen. Councilor Jim Slanetz talked about the importance of compost and mulch and is wondering if the city could get a cheaper buy for the public to encourage composting. Mayor Neil Bradshaw will work with city staff on this suggestion.

Council President Michael David expressed his appreciation of this and would like us to continue to do more as we can.

Councilor Courtney Hamilton asked if there is budgeting anywhere to work on the graphics to encourage the purchase of certain landscaping. Director of Planning & Building Micah Austin will be happy to bring that suggestion back to the committee. Patti Lousen advised that these restrictions have been put in the plat process requirement in Hailey. Mayor Neil Bradshaw emphasized the education process.

**Motion to approve resolution 18-006, thereby adopting water conservation guidelines for the Ketchum Community and the Wood River Valley.**

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

**b. Recommendation to approve Warm Springs Road sidewalk construction contract with Lunceford Excavation, INC. Contract #20159**

Mayor Neil Bradshaw asked for comments from the public. There were none.

Councilor Courtney Hamilton talked about the importance of this section of sidewalk for safety reasons and expressed her excitement with this project.

Councilor Amanda Breen was in agreement and is excited about connecting all the property's.

Councilor Jim Slanetz agreed this is an important area and a good connector.

Council President Michael David advised that he is on board and expressed his safety concerns for that area. Installing infrastructure should encourage people to walk. The project will need to include safety as a number one priority. Washington and 8th will also need a sidewalk.

Mayor Bradshaw talked about priorities. He would like to look at all potential projects and re-prioritize as the new council sees fit. Mayor Bradshaw asked Sherri Newland about the lighting and she advised that there is no lighting in this particular bid. He would prefer electricity to run to the lights over LED.

Project Manager, Sherri Newland, advised that lighting is still being evaluated, however, conduit can be added within the contingency amount. She contacted Solar One, but they do not have a hard wire option. She will continue to research the lighting options. Mayor Neil Bradshaw asked for an estimate of solar lights/hardwired. Sherri Newland advised that solar lights run about \$6,000 per light and hard wire lights run \$1,000 - \$2,000. Mayor Bradshaw talked about the cost of replacing lights and the pros and cons of the two options of lighting. Councilor Jim Slanetz talked about the cost of installing the two different styles of lights in that location during the excavation process.

Councilor Courtney Hamilton asked how long this project will take and what it will look like. Rebecca Rusch commended the sidewalk project and integrating the bike path with the sidewalk.

Project Manager, Sherri Newland, advised the entire project will last 3 months (May 1 – August 30) depending on weather. The width of the sidewalk was discussed which is 7.5 ft. This is the 80 ft right of way path and there will be curb and gutter and the bike paths outside that. The lights location is still to be determined. Councilor Courtney Hamilton questioned the placement of the bike lane. Sherri Newland does not know if it is designated as a bike path but pointed out how it will be connected.

Suzanne Frick talked about re-stripping the streets. This year we will be looking at where we can put in additional bike lanes. This is likely one of the areas that will be included in the re-stripping.

Council President Michael David questioned ADA requirements. Project Manager, Sherri Newland, explained that it created some design challenges, but they have been met. She talked about the cost of the concrete work and the retaining wall. It is 47% of the cost.

**Motion to enter into a contract with Lunceford Excavation, Inc. in the amount of \$692,675 with an allocated 13% contingency of \$90,047. And \$19,000 for percent for art for a total project approval of \$801,722.**

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

c. **Recommendation to approve special event fees—Assistant City Administrator Lisa Enourato**

Mayor asked for highlights from Assistant City Administrator Lisa Enourato.

Assistant City Administrator Lisa Enourato talked about eliminating fees for nonprofits and Ketchum residents and the challenges they would face in doing that. She advised that the fees are charged for the impact events have on the parks. She talked about fees for road closures and why they are what they are as well as the cost of staff time to review and approve the applications. Councilor Jim Slanetz asked if all the staff time is based on every event or just the first-time set-up time. Lisa Enourato explained that each event it handled specifically and individually. A lot has to be talked about regarding what needs to be done in side each road closure. Mayor Bradshaw talked about all the ancillary items that need to be talked about for each event.

Mayor Neil Bradshaw asked for comments from the public.

Dave Butterfield does not think we are ready to approve the staff recommendation. He talked about the need for regulatory consistency and advised that his is primarily taking about film making. He has concerns about open meeting law and councils need to approve a non-designated area. Designated areas need to be reviewed and he offered his assistance to the city to work on a solution.

Rebecca Rusch, representing Rebecca's Private Idaho, talked about the cost breakdown and what they have paid in the past and what is being proposed for the 2018 event. These new fees will make the event cost prohibitive. She encouraged letting her run Rebecca's Private Idaho instead of the City. She talked about all the things they currently do that fees are being charged for. She talked about events leaving a deposit to possibly lower the cost of the events. She wants to propose a collaborative effort.

Colleen Quinlan talked about the fee differences and the amount of money that comes into the community for the Rebecca's Private Idaho event. If they had to pay fees as proposed they would be in the hole. Bottom line and budget is her concern.

Assistant City Administrator Lisa Enourato advised that Rebecca's Private Idaho is part of Wagon Days and she thinks the event coordinators will be happy with the solution the City has come up with. She advised that she will be in touch with Rebecca Rusch by Wednesday.

Mayor Neil Bradshaw talked about motion and still photography and asked Dave Butterfield about the difference in fees. Dave Butterfield said the fees should be based on crew size. He recommends under/over 15 people and would drop the motion verses still and go with crew size.

Rebecca Rush advised that she is speaking for all events big and small. Not just Rebecca's Idaho. All Events are very important to Ketchum.

Councilor Amanda Breen agrees with Dave Butterfield in regard to the crew size and appreciates all the points he made. She talked about her concerns with the fees and about designated streets. The fees for different streets was discussed at length. Assistant City Administrator Lisa Enourato outlined why the 4

streets were chosen. City Attorney Matt Johnson explained that the city is creating an incentive by having designated streets. It is a matter of making sure the city recoups its fees.

Council President Michael David would like to view this as a positive rather than a negative. He would like the streets to be open and gave examples of how other cities handle events. Other street closure ideas were discussed.

Councilor Courtney Hamilton suggested revisiting this topic and add to the list of streets. Councilor Jim Slanetz talked about the street in front of the Limelight. He questioned the no live music. Assistant City Administrator Lisa Enourato advised that we must have parameters.

Councilor Courtney Hamilton questioned self-organized by a local Ketchum organization. Assistant City Administrator Lisa talked about the guidelines. Limited number of vendors was discussed. Mayor Neil Bradshaw advised that we may need to step back and keep it broad and vague, however, he does want to support staff and their needs. He asked for ideas where we go from here.

Councilor Courtney Hamilton suggested clarifying street party, taking out loud music, reduce non-designated fee to \$500 and add Washington and revisit the photography portion. Council President Michael David would like to add 4th street up to Walnut down to Main St to Washington. This pros and cons of this area was discussed. Assistant City Administrator Lisa Enourato talked about the difficulties of Washington St. for more than 1-day events. She asked if there should be a limit on the number of days a street can be closed? This was discussed. Events Coordinator, Alisa Sergeyva, voiced concerned about traffic flow in that area. Police Chief Dave Kassner advised that it's worked ok in the past, however it does cause stress on the maintenance crew for the city. Mayor Neil Bradshaw clarified that the events should be responsible for their own clean up. Council President Michael David talked about the importance of traffic flow. Mayor Neil Bradshaw advised that this will most likely be revisited in one year.

Councilor Courtney Hamilton questioned the security event deposit and how it is enforced. Assistant City Administrator Lisa Enourato advised that facilities maintenance looks at the events calendar and inspects the parks before and after each event.

Mayor Neil Bradshaw advised that Council revisit this topic one more time.

Councilor Jim Slanetz questioned the road closure engineering plans and if they can be saved and used for more than one event. City Administrator Suzanne Frick expressed that this is a city liability issue. If there is an accident the event promoter is the one responsible. If the city gets involved the city would be accepting the liability for the event.

## 8. EXECUTIVE SESSION

### a. Discussion pursuant to 74-206 1(c)

**Motion to move into exec session pursuant to 74-206 1(c) at 7:32**

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

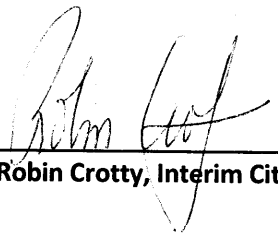
Motion to come out of executive session at 8:05 p.m.

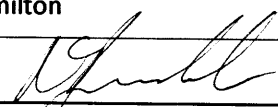
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Michael David, Council President  
**SECONDER:** Amanda Breen Councilor  
**AYES:** Bradshaw, David, Slanetz, Breen, Hamilton

9. ADJOURNMENT

Motion to adjourn at 8:06 p.m.

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

  
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Robin Crotty, Interim City Clerk

  
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Neil Bradshaw, Mayor