



# City Council

## Regular Meeting

~ Minutes ~

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

Robin Crotty  
208-726-3841

Tuesday, February 20, 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 5:30 p.m.
2. **ROLL CALL**
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>	Amanda Breen, Councilor
<b>SECONDER:</b>	Courtney Hamilton, Councilor
<b>AYES:</b>	Michael David, Jim Slanetz, Amanda Breen, Courtney Hamilton

#### 4. **COMMUNICATIONS FROM MAYOR AND COUNCILORS**

Councilor Courtney Hamilton talked about the interview with KMVT News regarding the solar project funds and the fact that the funds were reported as now being designated to the Ketchum Springs Water project. She clarified that the funds have not been designated for any particular project. The Ketchum Springs Water project is just an option and will be put before council for decisions at a later date.

Councilor Courtney Hamilton talked about pending legislation and the fact that cities may lose the ability to set building code. Mayor Neil Bradshaw advised that this will be put on the next council agenda for discussion.

Councilor Amanda Breen talked about her time spent with Water Superintendent Pat Cooley in learning more about Ketchum Springs Water and also thanked Fire Chief Elle for a tour of the fire facility.

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

Brian Shay, local business owner came before council to discuss business licensing and fees. He advised that he had an office at the Ketchum Innovation Center and has had to move. He explained that he is having to reapply at each level for licensing with the state, county and city. He asked why Ketchum's fees are not in line with the county and state. He has only had to move his location 2 blocks. Mayor Neil Bradshaw will put this topic on a future agenda.

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 February 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 \$529,433.51 as presented by the Treasurer.
- d. Monthly Financial State of the City
- e. Recommendation to approve Contract #20073 with Layne Pumps for Scheduled Routine Maintenance
- f. Recommendation to Approve Beer and Wine License for 5B Vino Valet
- g. Approval of Employee Separation Agreement

**Motion to approve the consent 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

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

a. ***Update on Events and City Workshops***

Mayor Neil Bradshaw asked Assistant City Administrator Lisa Enourato for any additional comments to what she provided in the packet. Lisa Enourato outlined the upcoming events. Mayor Bradshaw talked about staff's efforts to streamline the process and advised that new applications should be ready end of this week. He went on to talk about staff's support of events.

Councilor Courtney Hamilton apologized to all event planners for this delay in taking the applications. Councilor Amanda Breen thanked Assistant City Administrator Lisa Enourato and Event Planner Alisa Sergeyeva for their efforts in this process.

Councilor Courtney Hamilton questioned the Dark Sky Event. Assistant City Administrator Lisa Enourato talked about the planning of this event and what it will include. Courtney Hamilton questioned what the Great American Toss up is. Lisa Enourato explained that it is a juggling event. Mayor Neil Bradshaw suggested a debriefing after each event. Council President Michael David asked what the decision breaker is if an event will happen or not. Mayor Bradshaw explained that health and safety is a reason for turning down an event. Assistant City Administrator Lisa Enourato outlined the application process and the routing of the application and how all issues are addressed and by whom. The Ordinance reads that the appeal process says it would go to the City Administrator and then up to the council. City Administrator Suzanne Frick talked about city sponsored events and private events. City Attorney Matt

Johnson advised council of the parameters for turning an event away and protecting life and safety and clarified that the city could not turn away an event based on content.

1. **Upcoming Events**
2. **Recommendation to approve Contract #20154 with Nate Botsford and band on March 23, 2018 for Alpine Nationals opening ceremonies**

**Motion to approve and enter a contract for services with Muse Artist Management for performances by Nate Botsford band on March 23, 2018**

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

3. **Recommendation to approve Contract #20155 with Nate Botsford and band on June 21, 2018 for the city of Ketchum Summer Solstice event**

**Motion to approve and enter into a contract for services with Muse Artist Management for performances by the Nate Botsford band on June 21, 2018.**

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

4. **Recommendation to approve Contract #20156 with Sun Valley Events for Wagon Days Weekend 2018**

Director of Sun Valley Events, Heather Lamonica, advised that this is her 17th year with this event. It is her pleasure and honor to work with the City of Ketchum and talked about where she will be focusing her efforts this year.

Commissioner Courtney Hamilton asked if the scope of work has changed. Heather Lamonica explained the difference in her efforts from last year to this year and advised that the contract is \$4,000 less. The job description flexes each year. She outlined the staffing for this year. Mayor Bradshaw asked if she feels she is paid fairly and she believes she is.

**Motion to approve and enter into a contract with Sun Valley Events Inc.**

<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

- a. **Recommendation to Approve Request for Proposal to develop a plan to conserve energy and preserve and protect Ketchum's natural resources—Mayor Neil Bradshaw**

Mayor Bradshaw proposed we put out an RFP to get a professional opinion of water and energy savings. The purpose is so council can make informed decisions on conservation and energy goals. He asked council for their opinions on this RFP.

Councilor Jim Slanetz asked about the dollar figure. Mayor Neil Bradshaw indicated that it would be between \$10,000 - \$25,000 range. Councilor Amanda Breen asked what kind of companies we are expecting to bid. Mayor Bradshaw is anticipating environmental companies to bid. Councilor Jim Slanetz questioned how long this type of study would be good for. Mayor Bradshaw would like to find a partner rather than a consultant and continually have the proposal updated. He talked about the work Adam Baljevich, the cities fellow, is doing regarding this proposal. Councilor Courtney Hamilton talked about the city's involvement and suggested this be a more clear and precise RFP. Broad RFP's create broad responses. She outlined what she would like taken off the RFP and what she would keep. Council President Michael David and Councilor Amanda Breen agree with Courtney Hamilton's suggestions. Mayor Bradshaw continued to explain how he would like the process to move forward and advised that he will reword to make it a partnership effort.

Commissioners Hamilton and Breen talked about what they would keep in the proposal and what they would change. Amanda Breen wants the companies developing this to be involved in the steps we're taking. Courtney suggested to add verbiage to include the list of city facilities to be analyzed. Amanda Breen clarified that this RFP is just for city facilities. Mayor Neil Bradshaw clarified the consultants and the city's role in this process. Mayor Bradshaw would like to get the RFP out and get some proposals. Conversations will continue to be had throughout the process. This will hopefully help us to appoint an energy efficiency leader and create effectiveness.

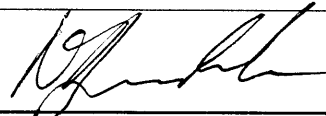
Mayor Neil Bradshaw will reword the RFP to show a partnership not a consultant and to show stake holder engagement thru community workshops and then the other bullet points will remain the same. Will also reword to show the partner will advise on a strategy to engage the community thru energy and water disclosures and will include a list of city facility's to be assessed.

**Amanda Breen gave direction to staff to prepare and conserve energy and preserve and protect natural resources in the City of Ketchum with the modifications Mayor Bradshaw indicted.**

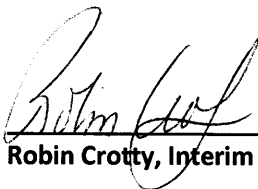
**8. ADJOURNMENT**

**Motion to adjourn at 6:19 p.m.**

<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



Neil Bradshaw, Mayor



Robin Crotty, Interim City Clerk