



City Council

Regular Meeting

~ Minutes ~

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

Robin Crotty
208-726-3841

Monday, June 19, 2017

5:30 PM

Ketchum City Hall

Present: Mayor Nina Jonas
Council President Jim Slanetz
Councilor Anne Corrock
Councilor Baird Gourlay

Absent: Councilor Michael David

Also Present: Ketchum City Administrator Suzanne Frick
Ketchum City Attorney Matthew Johnson
Finance Director/Internal Controls Grant Gager
Director of Planning & Building Micah Austin

1. **CALL TO ORDER: By Mayor Jonas**
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.**
4. **COMMUNICATIONS FROM MAYOR AND COUNCILORS**
 - a. **Appointment of KURA Board Member**

Mayor Nina Jonas appointed Susan Scofield to the KURA Board for the balance of Jae Hill's term. **Motion to approve Mayor Jonas' choice of appointment of Susan Scofield to the KURA**

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Anne Corrock, Councilor
SECONDER:	Jim Slanetz, Council President
AYES:	Anne Corrock, Baird Gourlay, Jim Slanetz
ABSENT:	Michael David

Mayor Nina Jonas questioned the No U-Turn signs that have recently been installed in Ketchum. Police Chief Dave Kastner explained the reasoning behind the new signage and enforcement. Mayor Nina Jonas pointed out that we are diverting traffic to a very busy pedestrian street. Dave Kassner advised that going forward for special events there will be better signage.

Councilor Anne Corrock requested a building update from Director of Planning & Building Micah Austin. Micah Austin explained that we are sustaining the same building level as we have over the past number of years, however, the value is down. He advised Auberge has meet their June 18th deadline. The Argyros permit is in process.

Council President Jim Slanetz advised that the Beerfest was a successful event.

5. COMMUNICATIONS FROM THE PUBLIC on all matters on the agenda

Mayor Nina Jonas asked for public comment. There was none.

6. CONSENT AGENDA

Mayor Nina Jonas asked for questions from the council on the consent agenda. Councilor Anne Corrock would like the encroachment topic removed from consent for discussion.

b. Approval of Minutes: Joint Special Meeting June 1, 2017

c. Approval of Minutes: Regular Meeting June 5, 2017.

a. Approval of Minutes: Special Council Meeting May 31, 2017

Councilor Anne Corrock advised there is a typo on the dollar amount on the motion on page 7.

d. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$624,028.18 as presented by the Treasurer.

e. Declaring City Vehicles as Surplus for Auctioning.

f. Authorization and approval of the payroll register

g. Approval of Beer & Wine Licenses

Motion to approve consent calendar a - g with the corrections noted in the minutes.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Anne Corrock, Councilor
SECONDER:	Jim Slanetz, Council President
AYES:	Anne Corrock, Baird Gourlay, Jim Slanetz
ABSENT:	Michael David

h. Approval of a residential sewer line encroachment in the East Avenue Right-of-Way benefiting Lot 6, Block 21, Ketchum Townsite (151 S. East Avenue) – City Administrator Suzanne Frick

City Administrator Suzanne Frick discussed Exhibit A in the packet in detail with the Mayor and Council. She explained that this is routine procedure and we allow for this type of situation. It's a private line on City property. The house is already existing. Councilor Baird Gourlay questioned where the existing line is. Director of Planning & Building Micah Austin explained how the line was originally installed.

Motion to approve the Right-of-Way Encroachment Permit application by Thomas Molloy and authorize the City Administrator to sign a Right-of-Way Encroachment with said owner

7. COMMUNICATIONS FROM STAFF AND OTHER ORGANIZATIONS

a. Authorization to approve the Monthly Financial Report as directed by the Treasurer.

Finance Director/Internal Services Grant Gager presented the monthly financial report. This is a requirement of Idaho Law. He pointed out that the revenue is up and explained the source that

attributes to the increase. Expenditures are slightly down. The Streets department has dispensed more than two thirds of their budget due to the snow fall this winter. The same situation exists in the Facility Maintenance Department. Grant Gager then went over un-budgeted expenses and advised that there is approximately \$620,000 in unbudgeted expenses, however, funding has been identified for the shortfall. He advised where those funds will be coming from. LOT funding is better than expected. We have also realized \$680,000 in un budgeted revenue.

LOT Fund is trending up \$53,000 from where we were last year and up about \$111,000 year to date. We will be watching to see how much of this is attributed to snow fall or economic growth. Mayor Nina Jonas questioned the increase in funds received in hotel growth. Grant Gager explained the work that has been done and where that falls. Grant Gager continued to talk about the Water Fund Growth and why that is showing an increase. Wastewater shows revenue down \$340,000. Council President Jim Slanetz questioned why services are down. There was a discussion on changing from quarterly to monthly billing and how that falls into the reporting and timing of payments. Expenditures are off about \$40,000 and moving as it did last year.

Motion to approve the monthly financial report.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Baird Gourlay, Councilor
SECONDER:	Jim Slanetz, Council President
AYES:	Anne Corrock, Baird Gourlay, Jim Slanetz
ABSENT:	Michael David

b. Recommendation to approve the 2017 Forest Service and BLM Cooperative Fire Agreement - Fire Chief Mike Elle

Fire Chief Mike Elle advised that this agreement comes before Mayor & Council each year. He advised that one change is that federal aircraft is now off the table and explained that going forward we would not call them directly. They will be listening to our calls and dispatch when the need arises. In the end, this new system will save us money. Councilor Baird Gourlay questioned if the Feds would take over in a big event. Fire Chief Mike Elle explained cost sharing.

Motion to adopt the 2017 Forest Service and BLM cooperative Fire Agreement.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Slanetz, Council President
SECONDER:	Baird Gourlay, Councilor
AYES:	Anne Corrock, Baird Gourlay, Jim Slanetz
ABSENT:	Michael David

c. Discussion of 491 Sun Valley Rd. – Director of Planning & Building Micah Austin

Director of Planning & Building Micah Austin explained that this was discussed at the KURA level today. He explained that the board agreed to transfer but would like to know what the City wants. A request for the property from the city has not happened yet.

Councilor Baird Gourlay explained that it's easier for the KURA to sell rather than the City. He talked about what the lot should look like. Baird Gourley's concern is the lack of funds available to develop affordable housing. He questioned the ability to use the money from the sale for affordable housing.

Mayor Nina Jonas questioned if the KURA was looking for a letter from the City. Director of Planning & Building Micah Austin thought a letter sent to the KURA to say explaining what the city wants would help clarify. Baird Gourlay advised that the KURA would still be responsible for the debt service. The City would be responsible for the management of the property. Micah Austin talked about placing a deed restriction on the property stating that if the City sells the building, it would go back to the KURA.

Councilor Anne Corrock pointed out that it's the public asset that she is in favor of keeping. If the council sends a letter she would like that intent of use included. Councilor Baird Gourlay gave some suggestions on how the building could be used.

Mayor Nina Jonas would like to put a letter together saying that the City is in favor of obtaining and not selling. Councilor Baird Gourlay advised to be cautious with wording. Nina Jonas wants to be sure the KURA understands that the Council would like it to remain a public asset.

Mayor Nina Jonas directed staff to write a letter and bring back to the next meeting.

d. Direction to staff to prepare a request for proposal (RFP) for development of the city owned parcels at 6th and Leadville– City Administrator Suzanne Frick

City Administrator Suzanne Frick explained that this request stems from the Joint Council/URA meeting. If council approves moving forward than staff needs direction on what they want the RFP to look like and the City will then move forward with picking the company and how to work with the company with direction on that. Suzanne Frick requested direction from council. Would Council like to move forward with a request for proposal? If so -- then the proposal would be crafted and brought back to council for approval.

Councilor Anne Corrock would like to see public parking and/or housing. She would like to see rental housing over any kind of ownership units.

Council President Jim Slanetz would like to see public parking and/or rental housing and possibly deed restricted housing? Councilor Baird Gourlay did not have anything to add but suggested leaving it somewhat open without many restrictions. Size of units and deed restriction was discussed. Council agreed that we don't want vacation homes and that they are more interested in housing our people. Mayor Nina Jonas agreed and would like to look at deed restricted and smaller unit development.

Director of Planning & Building Micah Austin quoted code saying that ground floor development is limited to retail and office.

Mayor Nina Jonas opened the meeting for public comment.

Dick Fenton would like to give guidance to anybody doing the RFP. He talked about affordable and doable and about all the things that would need to be asked.

Neil Bradshaw followed up on what Dick Fenton said saying the more detail given the better. He also suggested community outreach to see what the public wants.

Mayor Nina Jonas asked how long it will take to draw up an RFP. City Administrator Suzanne Frick explained 30 to 45 days and said our codes already give a lot of guidance. Suzanne Frick outlined how the city handles the RFP process and how the City handles questions that come up thru the process. Suzanne Frick explained that the next step would be a workshop for the Council.

Motion to direct staff to prepare the RFP using the guidelines suggested today.

Councilor Baird Gourlay suggested incorporating the Boise examples.

Attorney Matt Johnson explained that Legislation has put some RFP language in place that he and City Administrator Suzanne Frick will work with.

- 8. EXECUTIVE SESSION to discuss:
 - a. Personnel discussion pursuant to Idaho Code §74-206 1(b).
 - b. Pending/Threated Litigation pursuant to Idaho Code §74-206 1(f).
 - c. Property Acquisition pursuant to Idaho Code §74-206 1(c).

Motion to go into Executives session at 6:49 p.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Baird Gourlay, Councilor
SECONDER:	Anne Corrock, Councilor
AYES:	Anne Corrock, Baird Gourlay, Jim Slanetz
ABSENT:	Michael David

Came out of Executive session at 7:22 p.m. and made a motion to approve a representation agreement with Paul Kenny/Matt Bogue Commercial Real Estate

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Baird Gourlay, Councilor
SECONDER:	Jim Slanetz, Councilor
AYES:	Anne Corrock, Baird Gourlay, Jim Slanetz
ABSENT:	Michael David

Went back into executive session.

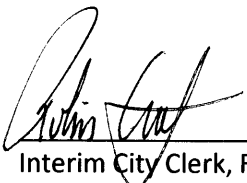
Motion to come out of Executive session at 8:57 p.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Baird Gourlay, Councilor
SECONDER:	Jim Slanetz, Council President
AYES:	Anne Corrock, Baird Gourlay, Jim Slanetz
ABSENT:	Michael David

9. ADJOURNMENT

Motion to adjourn at 8:58 p.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Baird Gourlay, Councilor
SECONDER:	Jim Slanetz, Council President
AYES:	Anne Corrock, Baird Gourlay, Jim Slanetz
ABSENT:	Michael David



Interim City Clerk, Robin Crotty



Mayor Tina Jonas