



City Council

Regular Meeting

~ Minutes ~

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

Robin Crotty
208-726-3841

Monday, June 5, 2017

5:30 PM

Ketchum City Hall

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

Also Present:
Ketchum City Administrator Suzanne Frick
Ketchum City Attorney Matthew Johnson
Finance Director/Internal Controls Grant Gager
Director of Planning & Building Micah Austin
Parks & Recreation Director Jen Smith
Street Superintendent, Brian Christiansen

1. CALL TO ORDER: By Mayor Jonas

Mayor Nina Jonas called the meeting to order at 5:32 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.

Interim City Clerk Robin Crotty advised that the agenda was posted on May 31, 2017 and amended and reposted on June 2, 2017 and has met all posting requirements.

4. COMMUNICATIONS FROM MAYOR AND COUNCILORS

a. Introduction of Art in City Hall Exhibition – Mayor Nina Jonas

Mayor Nina Jonas recognized the Artists and their Art that is hanging in City Hall.

Mayor Nina Jonas asked Fire Chief Mike Elle to give an update on the flooding situation. He showed pictures from today and explained the situations throughout the different areas of town including the Rural District. He talked about the peaks this morning and where they are anticipating the water levels to be tomorrow morning. Mayor Nina Jonas advised that sand bags are available at the Street Department.

Councilor Michael David asked for an update on the ice hill at the base of River Run. Street Superintendent Brian Christiansen advised that Lunceford Excavation is working on breaking down the hill and where they are in the process. Water and soil samples have been done.

Councilor Anne Corrock talked about the FAR Exceedance Agreement. She would like staff to look it over and tighten it up. She would like City Attorney Matt Johnson to work on this and bring it back to council for discussion. She also would like to talk about the housing Ordinance and fee structure. Mayor Nina

Jonas asked the City Attorney if he thought there was a problem with the FAR Exceedance Agreement or just the process. He agreed it was the negotiations process and offered suggestions as how to move forward.

5. COMMUNICATIONS FROM THE PUBLIC

Citizen Gary Lipton asked about the ADA Compliance suggestion he made back in December. City Administrator Suzanne Frick City explained that the City has engaged the services of an ADA Compliant firm and explained that they will be involved in the building plan check and training of staff as well as tour the town and make assessments.

Kiki Tidwell advised that BCHA has not responded to her questions from 6 months ago. She advised council to look closer at the BCHA budget request.

6. CONSENT AGENDA

- a. **Approval of Minutes: Regular Meeting May 16, 2017.**
- b. **Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$633,150.24 as presented by the Treasurer.**
- c. **Authorization and approval of the payroll register**
- d. **Recommendation to approve renewals of Beer & Wine Licenses**
- e. **Recommendation to adopt Resolution No. 17-009 accepting the canvassed election results from the Blaine County Board of Commissioners – Interim City Clerk Robin Crotty**
- f. **Recommendation to approve Seal Coat Bid – Street Superintendent Brian Christiansen**

Mayor Nina Jonas asked for approval of the Consent Agenda.

Councilor Anne Corrock corrected the vote on the minutes regarding to the FAR Exceedance agreement to clarify her vote of Nay. She advised that she had questions on the payroll report. Finance Director Grant Gager gave corrected data.

Council President Jim Slanetz had questions regarding Alpine Tree Service and City Administrator Suzanne Frick clarified. The Love Schack Architecture bill was questioned and Director of Planning & Building Micah Austin explained that they are a firm out of Driggs that assisted with parking questions. Councilor Anne Corrock questioned the payroll register from last month and how to approve what is currently in the packet. City Attorney Matt Johnson advised to approve upon verbal report from the Finance Director with a not to exceed.

Motion to approve the consent calendar with a correction to the May 16, 2017 council minutes to show Anne Corrock's vote of NAY on the Argyros Exceedance Agreement and to approve the payroll report with a verbal correction from Finance Director Grant Gager with a not to exceed \$147,738.84.

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

7. COMMUNICATION FROM STAFF AND OTHER ORGANIZATIONS

a. Memorandum of Agreement with Mt. Rides for maintenance of bus stops in Ketchum – Director of Parks & Recreation Jen Smith

Director of Parks & Recreation Jen Smith talked about the Mountain Rides Bus Shelters and a Maintenance Agreement between the City and Mountain Rides. Jen Smith asked for council approval. Councilor Anne Corrock questioned if all bus stops were covered under this agreement. Jen Smith confirmed that they are covered.

Councilor Michael David disclosed that he is employed by Mountain Rides Transportation Authority. City Attorney advised that he does not see a conflict.

Motion to adopt the Memorandum of Agreement between the City and Mountain Rides Transportation Authority for maintenance of bus stops in Ketchum.

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

b. Recommendation to approve contract with Community Forestry Consultants – Director of Parks & Recreation Jen Smith

Director of Parks & Recreation Jen Smith advised that this is a budgeted amount for 2017 and explained what they have been working on and talked about what the software can do and what areas of town they will be working on. Jen Smith is requesting approval of the contract with Community Forestry Consultants. She advised Council as to what the information they gather is used for.

Motion to approve a contract with Community Forestry Consultants for GIS-based public tree inventory data collection at a not-to-exceed payment limit of \$5,000.

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

c. Recommendation to Approve Construction Contracts for the Completion of Atkinson Park Tennis Court Replacement – City Administrator Suzanne Frick

City Administrator Suzanne Frick talked about the Tennis Courts at Atkinsons Park and where the project is and what the holdup is. She talked about the improvements that have yet to be completed. She asked for council approval of 2 contracts to complete the tennis courts. Council President Jim Slanetz asked if this was missed on the original bid. Suzanne Frick explained that the scope of work did not address ADA access or the full scope of work needed to complete the project. Councilor Baird Gourlay asked for the timeline. Suzanne Frick advised that the courts could be open in early July. Councilor

Michael David questioned the full cost. Suzanne Frick explained that the figures are outlined in the packet and that project is coming in at budget.

Motion to approve the contracts with Lunceford Excavation Inc. in the amount of \$5,350 and Big Wood Landscape Inc. in the amount of \$20,084.85

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

d. Funding Request Presentations

i. Ketchum Arts Commission

Courtney Gilbert Chair of the Ketchum Arts Commission thanked Mayor and Council, Jen Smith and co-commissioners for their support of the arts in the City of Ketchum. She showed a power point and talked about all the art projects that have been completed over the past year. John Grade Art, Art on Fourth, Cover Art, Art in City Hall, Performance Art and outlined other miscellaneous projects going on throughout town as well as what they are currently working on. Courtney Gilbert talked about the Percent for Art money that is coming in and who they are working with and about what is planned for next year. Proposed 2017 Budget Requests were outlined on a power point slide. She went over each request in detail including the payment process. The total requested is \$47,550.

Mayor Nina Jonas asked council for questions. Councilor Baird Gourlay requested a print out of the presentation. Council President Jim Slanetz questioned the projection and the Dark Sky Ordinance. Councilor Anne Corrock talked about the KIC Building and the history, and suggested adding the Wood River Blue Skies be incorporated.

ii. Ketchum Energy Advisory Commission

Sharon Grant advised that this is an all-volunteer group. She talked about the importance of the cities participation and about the goals and the summary of their request of \$196,200. She showed a power point and outlined all that the KEAC will be working on. She gave the background of KEAC as well as when KEAC was developed and what they want to achieve. She talked about the progress on the 2016 goals and what they have accomplished.

Councilor Anne Corrock questioned how the Dark Sky Ordinance fits into their plans. City Administrator Suzanne Frick talked about the benefits of converting the street lights. The switching out of the lights was discussed and Sharon Grant agreed that the city would want to be strategic about the change out of the bulbs. Councilor Michael David asked how this works if grants are awarded. Sharon Grant explained that if there is money left over, another solar panel would go up and KEAC would continue to work on additional improvements.

Councilor Baird Gourlay asked for a breakdown of the costs for each of the projects. He had concerns about the PV on the Wastewater Treatment Plant. He wants to be sure were doing the best economic development and questioned if this change will give a great payback. He likes the LED idea and would like this to move forward quickly. Prior to moving forward with the EV charger he would like to see the numbers on the use. If it's not being used he questioned the need to upgrade.

iii. Visit Sun Valley

Executive Director Scott Fortner presented Visit Sun Valley's mission and visions and went over the partners in tourism and the budget history. He talked about how they are trying to leverage the dollars they receive from all the cities and showed a power point of the goals and objectives for 2017-18. He talked about a better visitor knowledge and went over the new initiatives. Scott Fortner talked about what their research is telling them and how they get to the strategy driven goals as well as about the metrics and tourism indicators and what they are looking at in each category. He talked about their value to the community and advised that they are asking for \$500,000 which is \$60,000 more than last year which is a 12% increase.

Council President Jim Slanetz questioned the Air Service Funds and how those funds are distributed. Councilor Baird Gourlay explained the demand/supply curve. Offsetting MRG's was discussed. Scott Fortner explained why they are asking for an increase in contributions. Councilor Anne Corrock questioned why they are asking Ketchum for more of an increase than they are asking the City of Sun Valley. Scott Fortner explained the formula they use to come up with those figures. Mayor Nina Jonas asked if the board will be asking the City of Hailey for funding. Scott Fortner explained they have not yet gone to Hailey. Councilor Anne Corrock questioned the metrics they are using and questioned the short-term lodging data. Scott Fortner explained that it is professionally managed. Mayor Nina Jonas questioned the 5% occupancy growth and how they will be balancing out the Limelight. He advised that they have been given a baseline. He thanked the Mayor and Council for their continued support.

iv. Mountain Rides

Executive Director Jason Miller thanked Mayor and council for their ongoing support. He is requesting funding for public transportation in Ketchum. He went over ridership, safety, performance and advised that the future is bright. Jason Miller outlined all that was done in the past year to meet the City of Ketchum's requests and talked about all they are continuing to work on. He talked about the numbers over the winter months and went over the recent transit performance and all that has been accomplished. Jason Miller talked about the benefits to the City of Ketchum and displayed the overall hours of service and where they fall in the valley. Mayor Nina Jonas questioned how the hours are split among the jurisdictions. He talked about the value of Ketchum and explained direct rate of return and how that is leveraged. He went over Mountain Rides Scope of Work from the contract and outlined the results that that have been delivered. The challenges of bus shelters in Ketchum was discussed.

Executive Director Jason Miller is requesting 7.5% increase across the board and explained to which funds it would be allocated. He talked about the 2018 request vs. LOT as well as wages, healthcare and retention. Jason Miller explained that hiring and retention is a concern and talked about FY18 service and what they are looking forward to and their goals for improvements for each of the routes. He talked about bringing back the airport service and touched on the proposed parking lot and what they have planned. He went over the van pool, bus stop improvements, Bike-ped, new bus and vans for fleet. Jason Miller explained that \$50,000 is being budgeted for bus stop improvements

Executive Director Jason Miller thanked Mayor and Council for their ongoing support and opportunities. Councilor Baird Gourlay questioned Bike Share and how successful that program is. Jason Miller explained that they are seeing that the numbers are lower than they would like in comparison to other cities.

Councilor Anne Corrock questioned the airport service and if the valley route could help absorb the airport service. Jason Miller explained the length of time it takes to get up and down the valley and advised that supporters are talking about having an Airport Ground Transportation Summit to help brain storm scheduling.

v. Blaine County Housing Authority

Acting Director Bobbi Bellows distributed the second quarter report for council review. The budget comparison is in the packet. She explained that they are not asking for any additional funding over last year. She went over what they could complete this year for the City of Ketchum as well as the demographics regarding the work force in Ketchum. She talked about how many affordable units there have been, what is currently available, where they are located and who they have been housing. She talked about the applicant database and the trends of the type of people who are applying by income categories. In conclusion, she outlined what BCHA does and encouraged council to read the report in entirety and to call her with any questions.

Councilor Anne Corrock questioned the number and types of units that are available and where they are located. Bobbi Bellows advised where they are. Anne Corrock also questioned if BCHA has been effected by the natural disaster. Bobbi Bellows advised that they have not up to this point but have made arrangements if they do. Anne Corrock questioned the advocacy portion of the housing mission. Bobbi Bellows explained their involvement. Staffing was discussed. Anne Corrock talked about In-Lieu Housing and the help that the City of Ketchum would need in this area. Council President Jim Slanetz questioned the Lift Tower Lodge and the amount of rooms that are available.

vi. Ketchum Community Development Corporation

Executive Director Jon Duval presented for KIC explaining what the Ketchum Innovation Center is all about. He thanked Mayor and Council for their support and talked about the success of the center. 112 companies have signed up and talked about the mentors that are involved in the support of the new companies. He went over the 2017 Workshops that have been offered at KIC and the success of the programs. He went over the Startup Showcase that is available at KIC and about the companies that are participating and invited all to attend. Jon Duval outlined their successes to date and presented the goals for next year and about the metrics for FY17/18. John Duval went over the projected estimated expenses for a total of \$195,000. His projected estimated income was \$195,000. KIC is asking for \$10,000 more than last year.

Councilor Anne Corrock questioned if companies are using KIC rather than taking other eligible space in Ketchum. Jon Duval explained the goal behind KIC for a startup business and all they have to offer. He gave examples of businesses that have been successful and moved on. How the board participates in the process was talked about. Anne Corrock questioned how KIC gets new tenants. Jon Duval explained their advertising efforts. Anne Corrock questioned SVED's involvement. Jon Duval outlined SVED's involvement in bringing tenants by when the tax incentive will work for the tenant. Mayor Nina Jonas explained that part of the goal of KIC is to help diversify the economy.

vii. Sun Valley Economic Development

Executive Director Harry Griffith advised that SVED is about Economic density and about new jobs. SVED has been in existence for 7 years. New board members have been added. The goal is to bring more jobs into the community. He showed a power point of his summary action plan for 2017. He went over his performance contract with the City of Ketchum and Business Attraction/Retention Projects and talked about their involvement with middle income housing projects and who that consists of. He talked about the data that they have accumulated and about the 4 or 5 projects they believe are realistic projects. He gave examples of spaces in Hailey that have potential. He talked about an upcoming summit and invited Mayor and Council to participate. The 2017 proposed budget was presented as well as the fund-raising efforts. Councilor Anne Corrock asked how Harry Griffith felt about finding employment for locals. Harry Griffith talked about a natural fit. Anne Corrock questioned why he's going for middle income housing when the city needs all levels and she talked about empty retail space in town. Harry Griffith explained how SVED recruits and how the program works.

Mayor Nina Jonas called a 5-minute break.

At 9:02 Mayor Nina Jonas called the meeting back to order.

E Recommendation to approve Design and Construction Amendments to the Ketchum Sidewalk Infill 2017 Project – City Administrator Suzanne Frick

City Administrator Suzanne Frick asked for approval of an expanded sidewalk from 5ft to 8ft. The proposal is for an amendment to the Lunceford Excavation Inc. contract for an additional \$49,977.22 in funding as well as an Amendment to Galena Engineering Inc's design contract in the amount of \$3,500. There is money in the budget to support this change order.

Motion to amend the contract with Lunceford Excavation, Inc. in the amount of \$49,977.22, Galena Engineering, Inc. in the amount of \$3,500.00 and allocate a 10% contingency of \$5,347.72 for a total project approval of \$378,695.52.

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

f. Recommendation to Authorize Staff to Purchase Emergency Communications Equipment – Communications Sean Tajkowski

Communications Sean Tajkowski advised Mayor and Council of the review and assessment of the City's emergency communications equipment and infrastructure that he has completed. He advised that without upgrades the City's emergency communication network is compromised. He requested that the city replace the fixed repeater on Bald Mountain, purchase a tactical repeater for field use, purchase of one link radio for Fire Engine One, New handheld radios, some replacements of mobile radios in vehicles, new emergency pagers and new vehicle antenna replacements. The total cost of improvements is not to exceed \$106,188.13

Councilor Baird Gourlay questioned where the funds are coming from. City Administrator Suzanne Frick explained how the excess funds came from the Sheriff's department contract and is making these upgrades possible.

Motion to authorize staff to purchase emergency communications equipment in the amount not to exceed \$106,188.13.

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

8. EXECUTIVE SESSION to discuss:

a. Personnel discussion pursuant to Idaho Code §74-206 1(b).

Motion to go into Executive Session at 9:14 p.m.

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

Motion to come out of Executive Session at 9:44 p.m.

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


9. ADJOURNMENT

Motion to Adjourn at 9:45 p.m.

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



Nina Jonas, Mayor



Robin Crotty, Interim City Clerk