



City Council

Regular Meeting

~ Minutes ~

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

Monday, April 4, 2016

5:30 PM

Ketchum City Hall

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

Also Present:
Ketchum City Administrator Suzanne Frick
Ketchum City Attorney Jill Holinka
Director of Planning & Building Micah Austin
Finance Director Sandra Cady
Assistant to the Administrator, Lisa Enourato
Fire Chief Mike Elle
Police Chief Dave Kassner
Director of Public Works/City Engineer Robyn Mattison
Director of Parks & Recreation Jen Smith

1. CALL TO ORDER

Mayor Nina Jonas called the meeting to order at 5:30 p.m.

2. COMMUNICATIONS FROM MAYOR AND COUNCILORS

a. Communications from Mayor & Council

Mayor Nina Jonas explained the new arrangement in the council chambers and the reason for it. Mayor Nina Jonas explained to Council and the public that going forward the council packets will be produced Tuesday mornings to allow more time for council to review the documents.

Councilor Baird Gourlay talked about the Nationals and the results and thanked staff for their help and looks forward to the event in 2018.

b. Presentation of CAST Whistler Visit – Council President Slanetz and Councilwoman Corrock

Councilors Corrock and Slanetz did a presentation of their CAST Whistler Visit.

3. COMMUNICATIONS FROM THE PUBLIC

a. Communications from the public. For items not on the agenda.

Karen Fischer talked about recent study's and proper hook ups for electric cars.

4. CONSENT CALENDAR

a. Approval of Minutes: Regular Meeting March 21, 2016

b. Approval of Current Bills and Payroll Summary

Council President Jim Slanetz questioned the Starley Leavitt fees. Assistant to the Administrator Lisa Enourato explained that it is a broker fee.

c. Findings of Fact for Preliminary Plat for 151 South Main Hotel & Residences Condominium Subdivision

d. Findings of Fact for Final Plat for Elevation 6000 Townhomes, Phase 2

Motion to approve the consent calendar

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

5. COMMUNICATIONS FROM STAFF

a. **Public Hearing - Settlement Agreement and Ordinance Number 1153 to Vacate Portions of the Old Union Pacific Railroad Company and Oregon Shortline Railroad Company Right-of-way, Paul Fitzer, Attorney**

Jill Holinka, City Attorney presented on behalf of Paul Fitzer and outlined the staff report in the packet and explained exactly how the settlement agreement reads. Jill Holinka gave the history of the property and what needs to be done tonight to settle this lawsuit.

Mayor Nina Jonas questioned other properties that Grabher had donated to the city. Micah Austin Director of Planning & Building distributed a map to the Mayor and Council that showed the properties previously owned by Mr. Grabher that are currently owned by the City and he gave the history of those properties.

Mayor Nina Jonas opened the meeting to public comment. There were none.

Motion to declare City of Ketchum property, identified as the City's interest in Lots 1, 2, 3 and 4, Block 67, City of Ketchum, according to the official plat thereof on file in the office of the County Recorder of Blaine County, Idaho, as underutilized and not used for a public purpose; to declare the City of Ketchum's intent to convey said property to Elmar Grabher and Thomas R. Monge for the price of \$15,000; and that such conveyance is in the public interest.

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

Motion to approve the Settlement Agreement executed by the Plaintiffs on February 12, 2016 and authorize the Mayor and City Attorney to execute the Settlement Agreement, and authorize the City Attorney to sign the Stipulation to Dismiss.

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

Motion to dispense with the rule requiring an ordinance be read on three separate days.

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

Motion to adopt Ordinance 1153 and to read by title only. Councilor Michael David read the Title.

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

Mayor Nina Jonas opened the meeting for Public Comment. There was none.

Motion to approve the conveyance of real property of the City of Ketchum, described as Lots 1, 2, 3 and 4, Block 67, located in Ketchum Townsite, Blaine County, Idaho, to Elmar Grabher and Thomas R. Monge by quitclaim deed, and authorize the Mayor of the City of Ketchum to execute said quitclaim deed.

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

b. Third Reading of Ordinance 1152, Amending Title 10, Chapter 8, Ketchum City Code by Prohibiting the use of Hand Held Mobile

Police Chief Dave Kassner recommends the Third Reading of Ordinance 1152. There was a you tube video shown by Councilor Michael David. Michael David talked about the importance of this Ordinance.

Mayor Nina Jonas opened the meeting for public comment.

Ruth Lieder questioned how this will be handled by out of state cars. Police Chief Dave Kassner explained that it will enforced on out of state drivers as well as locals.

Karen Fischer voiced concerns in regards to blue tooth. Councilor Michael David explained that the blue tooth is allowed, the hand-held is not.

Mayor Nina asked Chief Kassner to explain the education part of the plan. Chief Kassner explained there will be a one-year education program and outlined how that process will work.

Councilor Michael David questioned if there has been county involvement? Chief Dave Kassner explained that there has not but he will be approaching them in the future. He talked about study's that

have been done regarding actual hand held devices verses the blue tooth. Mayor Nina Jonas talked about technology and the waive of the future.

Motion to approve the Third Reading of Ordinance Number 1152 which restricts the use of handheld electronic devices while driving. Councilor Michael David read Ordinance 1152 by Title.

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

c. Trail Creek Fund LLC Employee Housing Plan, as required by the Amended and Restated Development Agreement, Micah Austin, Director of Planning & Building

Micah Austin Director of Planning & Building explained the background of the Trail Creek Fund LLC Employee Housing Plan and the deadline being April 6, 2016 which is Wednesday of this week. Micah Austin pointed out the changes that he sees in the future to those plans and talked about the location of these projects. These plans were sent to BCHA for review and Micah Austin outlined David Patrie's recommendations. Mayor Nina Jonas asked for clarification of what the approval is for. Micah Austin explained that this is housing specific to the employees of the hotel and the deadlines in which they will be available. Councilor Anne Corrock questioned if both properties are zoned for the building 's that are being proposed. Micah Austin explained that one of the properties is and one is not. Suzanne Frick City Administrator made a suggestion as to the approval of the plan with the site that is under contract. Councilor Baird Gourlay questioned if this could be amended if the stock building zoning changed. The answer was yes.

Mayor Nina Jonas opened the meeting up for public comment. There was none.

Councilor Anne Corrock said she has some concerns regarding moving forward with a piece of property that is not zoned properly and deadlines that have not been met.

Applicant, Jack Bariteau explained why there was a delay and talked about the property that is under contract. Suzanne Frick, City Administrator talked about the verbiage in regards to the site in the City of Ketchum and explained the deadlines and what is driving the timeline. The council discussed the language in the agreement and how the agreement would be implemented. Councilor Anne Corrock voiced concerns regarding the development agreement being site specific. The deadlines and what will be required after the issuance of a C.O. was discussed.

Motion to approve the employee housing plan as submitted by Trail Fund Creek LLC as amended to satisfy the Amended Restated Settlement Agreement and to state the property as 560- 1st Ave Lot 5 & 6 of Block 35.

Councilor Annie Corrock questioned Micah Austin, Director of Planning & Building about other changes that would be coming forth. Micah Austin explained there is no other changes in regards to the plan.

RESULT:	ADOPTED [3 TO 1]
MOVER:	Michael David, Councilor
SECONDER:	Baird Gourlay, Councilor
AYES:	Michael David, Baird Gourlay, Jim Slanetz
NAYS:	Anne Corrock

d. Electronic Vehicle (EV) Charging Station follow up discussion, Micah Austin Director or Planning & Building

Micah Austin Director of Planning and Building went over feedback and recommendations from other cities in regards to what we should and should not be doing and costs and benefits to our City. He outlined what the other cities are doing and how many charging stations they each have. None of the cities that he talked to is charging for this service at this time. Suzanne Frick, City Administrator talked about enforcement in our city and what has been discussed among staff. The type of charging station was discussed.

Suzanne Frick City Administrator suggested a phone call to Tesla to find out specifics. The locations of the ones in the Sun Valley Company were discussed.

Mayor Nina Jonas opened the meeting for public comment.

Karen Fischer talked about the Knob Hill Inn. They have one and it's \$25.00. She said it is part of the future and we need to roll with this.

Public comment closed.

Mayor Nina Jonas talked about future proofing and growing with change. Councilor Anne Corrock talked about the charging component. Mayor Nina Jonas talked about utilizing it as parking police as well. Micah Austin Director of Planning & Building will contact Tesla and follow up with council questions.

Suzanne Frick City Administrator talked about Idaho Power and the restrictions they have in place. She suggested that if the Tesla option works we will let council know. If not, we will move forward with the Charge Point.

Motion to approve the KEAC's recommended ChargePoint electric vehicle charging station accepting that if the Tesla charging station will work for all electric vehicles and then direct staff to review the contract to ensure its legality and then proceed with installation of the station and execution of the networking contract with Charge Point.

The charging of fees will be discussed at a later date and a resolution will be written to incorporate the fees. Councilor Anne Corrock requested a public hearing scheduled asap as to the fees.

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

e. Recommendation to approve the following, Jen Smith, Director of Parks & Recreation

- i. Artist agreements for John Grade, Jason Middlebrook, and Cover Art artists;
- ii. an MOU with the Idaho Foundation for Parks & Lands for public art installation;

The MOU is not ready for approval and will come back to council at the next council meeting

iii. and relocation of the chalk wall from Little Park to Atkinson Park

Jen Smith Director of Parks & Recreation introduced Kristin Poole Artistic Director of the Sun Valley Center for the Arts and Kristine Davis Jeffers who is the Chief Operating Officer for the Sun Valley Center for the Arts.

Jen Smith Director of Parks & Recreation talked about the six artist agreements before council and what they each pertain to. She talked about moving the chalk wall and the MOU with the Idaho Foundation

for Parks and Lands. The MOU is not ready for approval tonight but will hopefully be back before council on the 18th.

Kristen Poole, Artistic Director of the Sun Valley Center for the Arts presented a slide show of the art being proposed.

Jen Smith Director of Parks & Recreation explained the 3 motions that will need to be made. Councilor Jim Slanetz questioned the maintenance piece. Kristin Poole explained that John Grade's piece has no maintenance expenses. Jason Middlebrook's piece is made of the same materials. Jen Smith explained that maintenance stipulations are always included in this process.

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

Motion to approve the 2016 Cover Art artist Commission Letters with Rudi Broschofsky, Nina Fox, Barry Welker, and Annie Murphy for Mayor Jonas' signature.

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

Motion to approve the revised 2016 Art in Public Places Agreement with John Grade for Mayor Jonas' signature.

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

Motion to approve the 2016 Art in Public Places Agreement with Jason Middlebrook for Mayor Jonas' signature

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

f. Second Reading of Ordinance 1154, Tree Ordinance, Jen Smith, Director of Parks & Recreation

Jen Smith Director of Parks & Recreation advised council that this is the Second Reading and she has had no comments in regards to this.

Mayor Nina Jonas opened the meeting to public comment. There was none.

Motion to approve the Second reading of Ordinance 1154 amending Title 12, Chapter 36, Ketchum City Code, which provides for the care and protection of public trees; repealing all ordinances in conflict herewith. Mayor Nina Jonas read the title.

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

g. Recommendation to approve Plant Health Care Contract, Jen Smith, Director of Parks & Recreation

Jen Smith Director of Parks & Recreation explained that this is done annually and gave a recommendation of ArborCare. Councilor Anne Corrock questioned noxious weed mitigation. Jen Smith explained that she has been working with Robyn Mattison, Director of Public Works/City Engineer on this and will be coming forth with a plan.

Motion to approve the 2016 Plant Health Care contract with ArborCare Resources, Inc. at a not-to-exceed cost of \$14,305 for the Mayor's signature

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

h. Third Reading of Ordinance No. 1148 amending Title 17, the Zoning Ordinance, of the Ketchum Municipal Code by amending Section 17.18, Zoning Districts, and repealing and replacing Section 17.18.130 with Section 17.96, Design Review. Micah Austin, Director of Planning & Building

Micah Austin Director of Planning & Building explained that this is the third and final reading. Councilor Anne Corrock questioned line 29 page 2 (b) - Applications approved on consent agenda and the landscape plan. Micah Austin explained the reason for the language and the landscape plan. Anne Corrock also questioned single family home design

Mayor Nina Jonas called a break at 7:53 p.m. and meeting resumed at 7:58 p.m.

Micah Austin Director of Planning & Building left the meeting. Suzanne Frick City Administrator suggested continuing this item to April 18th.

Motion to continue the Third Reading of Ordinance No. 1148 to the April 18th meeting.

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

i. Water Division Energy Efficient Policy Report, Robyn L. Mattison Director of Public Works/City Engineer

Robyn Mattison Director of Public Works/City Engineer explained that she is here to share the Energy Efficiency Policy. She highlighted the actions and talked about the energy conservation program and the timeline. Councilor Baird Gourlay questioned if the old lines have been abandoned. Robyn Mattison explained that there are still approximately 200 people on those lines. There was a discussion regarding meter rates and fixed rates. Baird Gourlay questioned the L.I.D. Robyn Mattison explained how the process will work in the L.I.D. zone and outlined the success of the program.

j. Wagon Days Contract, Lisa Enourato Assistant to City Administrator

Lisa Enourato, Assistant to the Administrator presented the proposed Wagon Day's Contract and the cost. She explained the ongoing deficit and talked about how they will be managing the deficit going forward. Lisa Enourato outlined the events that have been added and the cost of the event. In order to cover expenses for this year's Wagon Days weekend there will need to be an additional \$43,850 of funding approved.

There was a discussion regarding the deficit roll over and how the bills are paid each year LOT funding and Donation funding was discussed. Heather Lamonica Deckard with Sun Valley Events talked about the business memberships and sponsorship's. She would like to fund this on actual sponsorship's going forward. Music and the effort of trying to keep the atmosphere alive after 2 p.m. was discussed. Brainstorming was done among Mayor, Council and Sun Valley Events. Heather Lamonica Deckard explained how the expenses have changed throughout the years. Cost, artist, sound company and sponsorship was discussed at length. Councilor Baird Gourlay has concerns regarding the benefits to the LOT and questioned the location of the concert and the pancake breakfast.

Motion to approve additional funding in the LOT account for the \$43,840 for the 2016 Wagon Days Event.

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

Motion to enter into all the contracts for services with Sun Valley Events, Inc., Bobby Tanner, Amy Clawson and Audio Lab Productions with the items discussed. (TBD on Amy Clawson, Flexible hours for audio lab, a change in the time for the concert, change in lighting)

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

k. Recommendation to approve Agreement with Mail Service Delivery, Sandy Cady, Director of Finance

Sandy Cady Finance Director outlined the use of the 4 post office boxes and the cost of the proposed services and what it would save in staff time.

Motion to authorize the City Administrator to sign the Agreement for Independent Mail Delivery Service.

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

l. Resolution No. 16-005 – Open Budget/6-month review, Sandy Cady, Finance Director Sandy Cady Finance Director advised Mayor and Council that corrected reports are in front of them. There was verification on how to handle the Wagon Days in the opening of this budget.

Sandy Cady Finance Director outlined the opening of the current budget and the 6-month review and reasons behind each of the changes.

Suzanne Frick City Administrator asked Sandy Cady Finance Director to give an overview of where we are midyear. Sandy Cady explained how things have been done in the past and explained the correction that has been made. She went over the 6-month budget review and all the types of funds there are and gave a summary of revenues and expenditures including the Enterprise Fund. Sandy Cady outlined the LOT fund percentages and explained that the In-Lieu Housing fund is up substantially.

Mayor Nina Jonas asked council for questions.

Jill Holinka City Attorney would like this to go to publication twice. There will be a public hearing on May 2nd rather than April 18th and the Resolution will have to change.

Motion to approve Resolution as amended. Add another date of publication and change the public hearing date to May 2nd. Councilor Baird Gourlay read the Resolution by Title.

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

m. Presentation of Department Budgets for Fiscal Year 16/17

i. Administrative Services Department – Sandra Cady, Finance Director

Suzanne Frick outlined the way in which these presentations will be provided and what is expected of council this evening. Staff will need to know if council is in agreement with the general enhancements they are requesting prior to staff putting the budget together.

Sandy Cady Finance Director gave an overview of which personnel are involved in the administrative budget. She outlined all projects that are included in this budget and explained the costs that are involved in the ongoing projects. Councilor Anne Corrock questioned the shared employee. Sandy Cady outlined the positions job responsibilities. Suzanne Frick City Administrator explained the enhancement of Caselle and explained Shellie Rubel's efficiencies in Caselle.

Council President Jim Slanetz explained that he is comfortable with the increase in costs because of the increase in efficiency.

Councilor Anne Corrock questioned the status of the City Clerk position. Suzanne Frick explained that the decision of a City Clerk position would be made after systems are in place.

ii. Ketchum Fire Department – Mike Elle, Fire Chief

Fire Chief Mike Elle talked about the qualification and overview of what his department does. He talked about current staffing, budget allocation, outlined projects that have been completed in 15/16 and Fire Department Initiatives. Mike Elle outlined training and consolidations and talked about requested enhancements. Mayor Nina Jonas questioned the pager and phone use. Mike Elle explained the differences.

Councilor Annie Corrock questioned how much emergency assistance we provide outside our jurisdiction. Mutual Aid and who decides when to respond was discussed.

Suzanne Frick City Administrator asked council for comments and direction. There was a discussion regarding the Chief vehicle and consolidation between Rural Fire and Ketchum was discussed. Councilor Baird Gourlay talked about morale and would like this to continue to be worked on.

iii. **Planning & Building – Micah Austin, Director of Planning & Building**

Will be presented at the April 18, 2016 council meeting.

iv. **Parks & Recreation – Jen Smith, Director of Parks & Recreation**

Jen Smith Director of Parks and Recreation outlined who is part of the department and the department divisions. The department budget allocation was outlined and she showed an outline of the salary percentages of the budget as well as the status of the 15/16 projects and the initiatives outlined for 16/17. Jen Smith outlined the number of volunteers that are recruited each year, proposed professional services and enhancements that are being requested.

Jen Smith Director of Parks & Recreation will talk to the City of Sun Valley on May 18th. The amount of money that will be requested is still being decided. Mayor Jonas requested some of the staff go with Jen Smith to the City of Sun Valley Council Meeting. The campaign list on the website was discussed. Jen Smith explained that a grant for environmental education is being looked into. Councilor Anne Corrock would like to see River access added to the requested items.

n. **Ore Wagon Museum Solar Contract, Jill Holinka, City Attorney**

This item has been pulled.

6. **EXECUTIVE SESSION to discuss:**

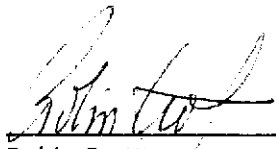
a. **Litigation pursuant to Idaho Code §74-206 1 (f)(b).**


There was no executive session

7. **ADJOURNMENT**

Motion to adjourn at 10:30 p.m.

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


 Robin Crotty
 Interim City Clerk


 Nina Jonas
 Mayor