



# City Council

## Special Meeting

~ Minutes ~

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

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Wednesday, July 9, 2014

1:00 PM

Ketchum City Hall

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

**Absent:** Councilor Baird Gourlay

**Also Present:** City Treasurer/Clerk Sandra Cady  
Street Superintendent Brian Christiansen  
Director of Planning and Building Joyce Allgaier  
Public Works Director/City Engineer Robyn Mattison  
Police Chief Steve Harkins  
Fire Chief Mike Elle  
Wagon Days Coordinator Heather LaMonica Deckard  
Assistant to the City Administrator Lisa Enourato

**1. CALL TO ORDER**

Mayor Nina Jonas called the meeting to order at 1:01 p.m.

**2. COMMENTS FROM THE PUBLIC**

Doug Brown asked for clarification on the Local Option Tax.

Pam Morris, Idaho Mountain Express asked where the budget is available to the public and provided information to the council regarding providing electronic information to the public.

Dwayne Briscoe, Mayor of Sun Valley, commented on the funding for Visit Sun Valley.

**3. Mayor/City Treasurer presents proposed budget overview.**

**a. Street Maintenance Review**

Brian Christiansen, Street Superintendent presented the objectives of the Street Department: 1) To provide and maintain the level of service that they have provided for many years. 2) Increase the service life of the roads from 9 years to 12 years. 3) Evaluate and prioritize Sidewalk maintenance and improvements.

Sandy Cady, City Treasurer/Clerk clarified that fund reserves that had been built up from low snow years were being used in the proposed budget.

Robyn Mattison, Public Works Director/City Engineer spoke regarding the Idaho Power franchise fees, clarifying that the revenue in the fund comes from the Idaho

Power franchise fund. Mayor Nina Jonas commented on the energy objectives, undergrounding, and the Ketchum Energy Advisory Committee.

**b. Water and Wastewater Review.**

Robyn Mattison, Public Works Director/City Engineer said the city is required to keep a certain amount in reserves according to bonds. Extra money was put into professional services for a water security strategy and a water rate study. Robyn also discussed the proposed rate increases.

Robyn Mattison said the major sources of revenue for the Wastewater Fund are rates and the Sun Valley Water and Sewer District. Capital improvements have been kept to a minimum for the upcoming year. There is a capital improvement project carried forward from the current year for headworks planning design. Also included in the budget is the energy efficiency design and a rate study.

**c. Wagon Days Review.**

Heather LaMonica Deckard, Wagon Days Coordinator, presented the Wagon Days Budget and listed the items included in the fund. Heather explained what expenses come out of the Professional Services Fund. Wagon Days uses over 100 volunteers.

**d. Law Enforcement Review**

Steve Harkins, Ketchum Police Chief presented the budget for the Police Department. Originally the department anticipated an \$80,000 increase; however, it will only be \$37,000. The total budget for the police department is 1,374,674; which is primarily for personnel services. The contractual services line item is going up due to evidence software. These are the best estimates Steve can provide right now.

**e. Parks and Recreation Review**

Jen Smith, Parks and Recreation Director, recognized all the volunteers the Parks and Recreation Department utilized. The highlights for the Parks and Recreation Department budget are fee increases, a contract increase for the Blaine County School District maintenance contract, and two  $\frac{3}{4}$  time employees will be raised to full time status. Jen does not anticipate Sun Valley to contribute to the Parks Department. Jen also discussed 4<sup>th</sup> Street maintenance costs and the Ketchum Arts Commission projects.

**f. Planning and Building Review**

Joyce Allgaier, Director of Planning and Building, presented the budget for the planning and building department. She provided the Council the department's work program. Joyce commented that there is a reduction in the budget and it is a consolidation of two departments. The department goal is to have a full complement of staff in order to perform well and to improve operations. Key projects coming up are a complete overhaul of the Ketchum Zoning Code, adoption of Building Codes, an affordable housing taskforce and toolkit and an update of streets and public works specifications. Joyce is concerned about the professional services decrease, and would like to see it increased, and is in the process of filling the vacant position that is currently open.

**g. Fire and Ambulance Review**

Mike Elle, Ketchum Fire Chief presented the Fire and Ambulance Budgets. Mike noted that they are losing the funding from the safer grant to staff three full time position. The proposed budget only funds two of those positions, Mike said it is imperative to fund all three positions. They will need to replace some aging equipment in the future. They will be increasing fees more than 5%. Mike went over the Ambulance contracts. Council President Michael David supports funding the third position. Mike Elle said they will continue to apply for grants. The council agreed that funding a third firefighter should be a priority.

**h. Local Option Tax Review**

Sandy Cady, City Treasurer/Clerk said the Local Option Tax Fund has been split into two different funds. The regular Local Option Tax Fund includes funding for Mountain Rides, Consolidated Dispatch, Visit Sun Valley Marketing, Event Promotion, and a Municipal Code Officer Position.

The council discussed the reduction in Mountain Rides Funding. Council President Michael David said that Mountain Rides cannot maintain current service with a decrease in funding. Councilor Anne Corrock supports increasing the Mountain Rides amount.

The 1% Additional Local Option Tax Fund is projected at 1,586,000 this includes funding for Fly Sun Valley Alliance, Visit Sun Valley and direct costs incurred by the city for collection of the tax.

**i. Legislative and Executive Review**

Sandy Cady, City Treasurer/Clerk highlighted the expenses in the Legislative and Executive Budget.

**j. Administrative Review**

Sandy Cady, City Treasurer/Clerk went over the personnel included in this budget. Lisa Enourato, Assistant to the City Administrator discussed the advertising for the agendas and the Communications budget item.

**k. Legal Review**

Sandy Cady, City Treasurer/Clerk highlighted the legal budget.

**l. Community Housing In-Lieu Review**

Sandy Cady, City Treasurer/Clerk went over the budget for the In-Lieu housing. The Council discussed the possibility of KURA assisting to fund the Blaine County Housing Authority.

**m. Remaining Funds**

Sandy Cady, City Treasurer/Clerk went over the remaining funds, including the Non-Department Fund, the Law Enforcement Capital Fund, General Obligation Debt Service Fund, Police Trust Fund and the Fire Trust Fund.

The Council discussed options for funding the Fire Department personnel, and funding of Mountain Rides and the Parks and Recreation Department.

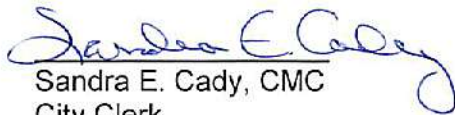
The Council prioritized funding fire department personnel first and then Mountain Rides and the parks and recreation department and agreed to have Councilor Anne Corrock and Councilor Jim Slanetz meet with the City of Sun Valley to discuss funding for the Parks Department.

4. ADJOURNMENT.

***Councilor Jim Slanetz motioned to adjourn at 4:58 p.m. Council President Michael David seconded, motion passed unanimously.***

  
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Nina Jonas  
Mayor

ATTEST:

  
Sandra E. Cady, CMC  
City Clerk