



**CITY OF KETCHUM, IDAHO SPECIAL CITY COUNCIL MEETING**

**Monday, May 18, 2020, 4:00 PM**

**480 East Avenue, North, Ketchum, Idaho**

## **Minutes**

**In recognition of the Coronavirus (COVID-19), members of the public may observe the meeting live on the City's website at [ketchumidaho.org/meetings](http://ketchumidaho.org/meetings).**

**If you would like to comment on a PUBLIC HEARING item, please submit your comment to [participate@ketchumidaho.org](mailto:participate@ketchumidaho.org) by noon the day of the meeting. Comments will be provided to the City Council.**

**If you would like to phone in and provide comment on a PUBLIC HEARING item on the agenda, please dial the number below. You will be called upon for comment during that agenda item**

**Dial: 1-253-215-8782**

**Meeting ID 936 6953 6253**

- **CALL TO ORDER:** By Mayor Neil Bradshaw  
Mayor Neil Bradshaw called the special meeting of May 18, 2020, to order at 4:00 pm.
- **ROLL CALL**  
**PRESENT**  
Mayor Neil Bradshaw  
Council President Amanda Breen  
Councilor Michael David – present by video conference  
Councilor Courtney Hamilton – present by video conference  
Councilor Jim Slanetz – present by video conference  
  
**ALSO PRESENT**  
City Administrator – Suzanne Frick  
Director of Finance & Internal Services – Grant Gager  
City Attorney – Matt Johnson – present by video conference
- **COMMUNICATIONS FROM MAYOR AND COUNCILORS**  
Councilor Courtney Hamilton would like an update on the Fire Station. Mayor Neil Bradshaw advised that this topic will be on the June 1, 2020, council agenda. Dennis Potts and DPPM will be present to update and, later, a construction contract will come to City Council towards the end of June.

Councilor Michael David questioned the entitlement process of the Fire Station. Mayor Neil Bradshaw advised that will be part of the discussion June 1, 2020. Michael David talked about the increase in people and traffic and asked that the public be aware that we're not out of the woods ii regards to COVID19 yet. Please be cautious and safe and be considerate of others.

Mayor Neil Bradshaw advised that stage 2 has arrived. Self-quarantine is only in effect if you have come from a hot spot, but everybody has personal responsibility for themselves and the people around them.

- CONSENT AGENDA: Note: **(ALL ACTION ITEMS)** 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.
  1. Approval of Minutes: Regular Meeting May 4, 2020
  2. Authorization and approval of the payroll register
  3. Authorization and approval of the disbursement of funds from the City's treasury for the payment of bills in the total sum of \$604,358.92 as presented by the Treasurer
  4. Monthly Financial State of the City - Director of Finance & Internal Services Grant Gager
  5. Recommendation to approve Wine License for 5B Fruit - Director of Finance & Internal Services Grant Gager

Grant Gager, Director of Finance & Internal Services requested that this item be pulled from the agenda

6. Recommendation to approve Purchase Order 20471 with MTI - Director of Finance & Internal Services Grant Gager
7. Recommendation to approve Purchase Order 20472 with Idaho Power- Director of Finance & Internal Services Grant Gager
8. Recommendation to Approve Cooperative Fire Protection Agreement #20473 with Bureau of Land Management and US Forest Service

**Motion to approve consent items 1-4 and 6-8**

***Motion made by Council President Breen, Seconded by Councilor Hamilton.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

- NEW BUSINESS (no public comment)
  9. Council Review and Discussion of FY 19/20 Budget Reductions--Mayor Neil Bradshaw

Mayor Neil Bradshaw talked about a significant reduction in the budget for the remainder of this year. He is recommending a phased approach to spending cuts. The initial cutback will be \$530,000. He outlined what he is recommending on cutting at this time and advised that this will be tracked very closely as revenue's come in and expenditures go out. Mayor Bradshaw asked council for their comments on this approach and the plan for reduction.

Council President Amanda Breen asked about striping at the YMCA. Mayor Neil Bradshaw explained it is a re-stripe of the existing lines and is just for maintenance.

Councilor Courtney Hamilton questioned money going to the new KIC? Mayor Neil Bradshaw advised it has already been accounted for. She then questioned Molly Snee's contract. Mayor Bradshaw advised the City is reducing her services. She also questioned the Sustainability Contract and asked about the hiring freeze and if we have a breakdown of what positions will not be filled. City Administrator Suzanne Frick advised that the primary positions that are being kept open are in Facility Maintenance and Street Maintenance. Since we are not having special events, both departments are fine with the reduction. The Recreation Programs are also being reduced. Courtney Hamilton questioned if we could get through the building season without a Planning Director. Mayor Neil Bradshaw explained that City Administrator Suzanne Frick will be filling in as Director. We will need to see how many permits are being applied for and this will continue to be monitored. Mayor Neil Bradshaw thanked John Gaeddert for his time with the City and he wishes him well.

Councilor Michael David questioned the 4th St. paver repair line item. He asked for a breakdown and agrees with holding off on the alley way. He talked about the poor quality of the past paver project and hopes the environment will be safe for pedestrian traffic. Mayor Neil Bradshaw talked about today's KURA meeting and the discussion of their help in funding. Director of Finance & Internal Services Grant Gager advised that there is a \$45,000 reduction in repairs on 4th Street. He assured the council there would be no safety hazards. Mayor Neil Bradshaw advised that there is potentially a new project on 4th street. He talked about future walkability that will create less maintenance in the future. Michael David questioned the trail connector cost? Councilor Courtney Hamilton advised that from Atkinson's Park to the other side of the river to dog park, would cost approximately \$11,000. Michael David agreed with delaying this project but would like it kept on the radar. Councilor Jim Slanetz thinks we are headed in the right direction with the reductions.

Mayor Neil Bradshaw advised the council that we will be waiting until July or August to begin the next budget schedule so we can see how the economy reacts to the reopening.

10. Direction from Council on city events including Wagon Days, park reservations, special events and designated parking spots for restaurant operations – Mayor Neil Bradshaw

Mayor Neil Bradshaw asked council for direction on special events and park reservations. He questioned if people want to rent a park for a wedding, are we going to allow that? If so, how? He also questioned the restaurant situation? Michael David is recommending eliminating funding for events in Town Square except solo acts July - August. Mayor Bradshaw suggested wagon days lite where we honor the tradition. He explained that we would need to start writing checks right now if we were to go forward with the Parade. He asked Council if parks could be rented for private events? He also questioned if restaurants should be permitted to use parking for outdoor dining?

Councilor Courtney Hamilton stated she is on the fence about park reservations and is confident that the governor will continue to put on restrictions. She is ok with allowing them for now and is inclined to allow them if they provide a COVID Plan. Mayor Neil Bradshaw talked

about COVID liability saying we need to make sure there is a clause in the permit stating that we can cancel with understanding that there is no liability to the City. Courtney Hamilton loves the concept of the restaurants but is concerned that we would not be able to offer it to all restaurants on Main Street and maybe we could let those businesses use the alleys. Mayor Bradshaw advised that we must treat all restaurants fairly. The council deliberated on the use of alleys as well as closing off parking spaces. Courtney Hamilton questioned why it would be alright for the city to have performers in town square but there could be no private events. Mayor Neil Bradshaw advised that Ketchum Alive is a City event. He explained that the City does not want to write checks now and then find out we cannot have the events. The events that will be in Town Square will be minimal events and minimal expenditures and can be canceled at a minute's notice. Mayor Neil Bradshaw advised that this topic will come back to Council if things change.

Councilor Courtney Hamilton suggested closing Main St. for one night and putting tables on Main Street to make it a fairer playing field for all the restaurants. Mayor Neil Bradshaw agreed that would be great for our town if the times are right, however, we would need a partner with the right type of producer, to make it a great event. Councilor Michael David loves the idea but ITD is involved and it may be difficult. He stated that a lot of restaurants on Main Street have a lot of advantages all year long. He has concerns with liability and the staff having to make that decision. He thinks the application would have to come before council. He has concerns about something going wrong but if there is a plan and liability issues can be addressed, he agrees. Michael David is also for opening the parks for private events. Mayor Bradshaw agrees with the applications coming before council to take the pressure off staff. There was a discussion about local talent and the different places around the City that bands could set up.

Councilor Jim Slanetz is in favor of events in the park and agrees with Councilor Hamilton and David's comments. He is in favor of music in Atkinson's Park or Forest Service Park. Mayor Bradshaw agrees and said we will have to make a last-minute call on all this stuff. We will continually assess this and make things happen. We need to be respectful of health concerns.

Councilor Jim Slanetz agrees with Councilor Courtney Hamilton's comments regarding restaurants. Jim Slanetz would like to create a more communal space for all restaurants. He advised that it will be hard to be fair to everyone, however, he does like the idea. Mayor Bradshaw does not want Facility Maintenance to take on more work. We will have to wait and see if we get blow back from some of the restaurants who would not be able to participate. Mayor Neil Bradshaw talked about problems with other businesses using space other than just restaurants.

Council President Amanda Breen said that we are not innovators in this. This has been done everywhere for many years. She talked about how this affects businesses and would like the city to partner with businesses and work with ITD to be able to make this happen. She also likes the idea of closing certain streets on certain nights for certain events. She talked about closing 4th street and advised the Council that the KURA is ok with donating some funds to this cause. Amanda Breen stated that music in Town Square never seems to attract people so if we

have small bands there, we probably do not need to worry about a large crowd. She likes the idea of having music at Atkinson's Park.

Brainstorming was done about Wagon Days. Mayor Neil Bradshaw advised Council that he will put the 4th street discussion on the next agenda. He is glad to hear the KURA is talking about this and this is a great year to try it.

Councilor Amanda Breen also talked about the KURA giving \$75,000 to a HAWK (High-Intensity Activated Cross Walk) for pedestrian safety and it will allow for a scramble on Main and Sun Valley Rd. Mayor Neil Bradshaw thanked the KURA for their leadership

Mayor Neil Bradshaw asked council for any other comments. Councilor Michael David said that after reviewing the map there are only a few businesses that would not benefit, and he believes that ITD will work with us.

11. ACTION ITEM: Recommendation to approve Contract 20470 with Ollie Dog LLC DBA Leroy's Ice Cream – Assistant City Administrator Lisa Enourato

Mayor Neil Bradshaw advised that there is a COVID plan in place and it is very well thought out. He is asking for council approval on this contract.

**Motion to approve agreement 20470, License for Access and Use of Property, with Ollie Dog LLC (DBA Leroy's Ice Cream)**

***Motion made by Councilor Hamilton, Seconded by Councilor David.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

- PUBLIC HEARING

12. ACTION ITEM: Recommendation to Hold a Public Hearing and Approve Thunder Spring Sublot 7 Final Plat (Continued from March 16, 2020) - Senior Planner Brittany Skelton

Mayor Neil Bradshaw introduced Galena Engineer, Sean Flynn and asked council for questions. Council President Amanda Breen asked if this is a final sub lot or will there be more? Sean Flynn explained that two more buildings will come before Council for platting.

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

**Motion to approve the Thunder Spring Residences Sublot 7 Final Plat.**

***Motion made by Council President Breen, Seconded by Councilor Hamilton.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

13. ACTION ITEM: Recommendation to Hold a Public Hearing and approve the West Ketchum Residences Townhome Preliminary Plat (continued from March 16, 2020)

Withdrawn at staff's request due to project modifications.

- EXECUTIVE SESSION

14. Discussion Pursuant to 74-206 (1) (f)(J)

**Motion to go into Executive Session for discussion pursuant to 74-206 (1) (f) (j)**

***Motion made by Council President Breen, Seconded by Councilor Slanetz.***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

**Motion to come out of Executive Session at 6:02 pm.**

***Motion made by Council President Breen, Seconded by Councilor Hamilton***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

- ADJOURNMENT

**Motion to adjourn at 6:03 pm.**

***Motion made by Council President Breen, Seconded by Councilor Hamilton***

***Voting Yea: Council President Breen, Councilor David, Councilor Hamilton, Councilor Slanetz***

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Neil Bradshaw, Mayor

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Robin Crotty, City Clerk