



CITY OF KETCHUM, IDAHO CITY COUNCIL MEETING
Monday, August 03, 2020, 4:00 PM
480 East Avenue, North, Ketchum, Idaho

Minutes

Due to safety and COVID-19 physical distancing requirements, there will be limited public attendance at Ketchum City Council meetings. Members of the public may observe the meeting live on the City's website at <https://www.ketchumidaho.org/meetings> or observe the meeting live outside of the building.

If you would like to comment on a PUBLIC HEARING item, please submit your comment to 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

If you would like to provide comment on a PUBLIC HEARING item on the agenda in person, you may speak to the Council when called upon but must leave the room after speaking and observe the meeting outside City Hall.

Dial-in: +1 253 215 8782
Meeting ID: 982 1820 1563

- **CALL TO ORDER: By Mayor Neil Bradshaw**

Mayor Neil Bradshaw called the meeting to order at 4:00 p.m.

- **ROLL CALL**

PRESENT

Mayor Neil Bradshaw
Council President Amanda Breen
Councilor Michael David
Councilor Courtney Hamilton
Councilor Jim Slanetz

ALSO PRESENT

City Administrator Suzanne Frick
Director of Finance & Internal Services Grant Gager
Fire Chief Bill McLaughlin
Director of Recreation John Kearney
Street Superintendent Brian Christiansen
Facilities Maintenance Supervisor Juerg Stauffacher
Water Superintendent Pat Cooley
Wastewater Superintendent Mick Mummert

- **COMMUNICATIONS FROM MAYOR AND COUNCILORS**

Councilor Courtney Hamilton and Council President Amanda Breen met with Will Fruehling & Steve Harkins regarding training and protocols for Blaine County. Courtney Hamilton gave data regarding the number of arrests, how many required force, instances where tasers were used and advised that no firearms were discharged since 2003. She advised that training of police officers has doubled since Steve Harkins took over. She advised that Steve Harkins did not feel there was any discrimination in the department, and talked about how they handle people who do not speak English and advised that they do not report Hispanics to ICE. Ketchum has similar call levels to the county. Ketchum will have 8 officers with the cut that is proposed in the current budget.

Council President Amanda Breen advised the meeting was interesting and they learned a lot. She would still like to have that meeting in public. She feels the stats are important to be heard directly from the Sheriff.

Mayor Neil Bradshaw asked the public to be sure they are putting out their campfires. Concrete is soon to be poured at the fire station. The chip sealing on Warm Springs Rd is under way. He encouraged all to be patient.

- 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 July 20, 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 \$755,776.75 as presented by the Treasurer

Councilor Jim Slanetz questioned the charge for City wide concrete work for Allen Construction. Mayor Neil Bradshaw advised they were sidewalk repairs around town. City Administrator Suzanne Frick advised they would be installing ramps for ADA parking. Councilor Courtney Hamilton questioned tree replacement at The Village Market. Facilities Maintenance Director Juerg Stauffacher advised that several trees died this year and this charge is for removal of the tree, electrical repair, and sprinkler repair.

4. Recommendation to approve Purchase Order 20496 with Banyon Technology to upgrade equipment for well site - Water Superintendent Pat Cooley
5. Recommendation to approve Encroachment Agreement 20493 with Idaho Power at 314 Broadway
6. Recommendation to approve Encroachment Agreement 20492 with Idaho Power at 215 Corrock Drive
7. Recommendation to approve Encroachment Agreement 20487 with Century Link at 101 Lewis Street
8. Recommendation to approve Encroachment Agreement 20495 with Cox Communications at Spruce and Sun Valley Road

Councilor Courtney Hamilton questioned the Idaho Power contract and if this will be a problem if the City decides to put sidewalks in that area in the future. City Administrator Suzanne Frick explained that is the reason for the encroachment agreement.

Motion to approve items 5 & 6

Motion made by Councilor Hamilton; Seconded by Council President Breen.

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

Motion to approve 1-4 and 7 &8

Motion made by Council President Breen Seconded by Councilor Jim Slanetz.

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

- NEW BUSINESS (no public comment required)
9. ACTION ITEM: Discussion on the closure of Fourth Street

Mayor Neil Bradshaw advised that there are currently several claims against the city regarding a temporary closure of 4th St. Mayor Bradshaw outlined the options before the council and asked them for their comments.

Councilor Michael David is in favor of the closure and talked about public comments received and said this is a wonderful and safe option for the public. He sees great use of the area and it has proven to be the safest place for bikes and pedestrians in our community. He would like to leave it as it is until Labor Day and then re-evaluate. He talked about shortening the closure to the alleys as a potential alteration at this point.

Councilor Jim Slanetz agrees with Councilor Michael David. He said that businesses are speaking louder than the public. He likes the current approach and talked about possibly adding parking to Atkinsons and how it would help the flow. He is not opposed to opening the section from East Ave. to Walnut.

Council President Amanda Breen is torn on this topic. Her office is right by the Goldmine Consignment Store and she really likes the bike and pedestrian safety. She talked positively about the closure by the bollards explaining that the area feels safer and cars are moving slower. Amanda Breen voiced concern over Councilor Michael David's suggestion regarding opening the alleys stating, the alleys might become a bigger problem. She has taken the comments the businesses have made seriously. She is in favor of keeping bikers and pedestrians safe and is in favor of opening the street from East to Walnut, and keeping the other block closed.

Councilor Courtney Hamilton agrees with all that has been said. This is a great corridor for pedestrians. She agrees with Council President Amanda Breen on the East Avenue intersection and does not know if it will remain safe if we were to open East to Walnut. The calmer traffic has made a big difference. Courtney Hamilton understands that businesses are concerned and the last thing she wants to see is a business go under regardless if it is the street closures fault or not. She believes the corridor is getting greatly used and is a great asset. She suggested making the street one way and putting in a bike path.

Councilor Michael David agrees with all the intersections being much safer stating that the closure is pulling people off Sun Valley Road and getting them into town. He takes the comments of the businesses very seriously as well. He stated that we are in COVID right now and these are unprecedented times. He does not want to back track every time somebody files a claim against us.

Mayor Neil Bradshaw clarified that we have only received a Notice of Tort Claim and advised better signs are going up. He is in communication with Atkinsons. He talked about the data that supports the fact that foot traffic is better for the businesses and advised that this is a test and is ok with opening from

East to Walnut and continue the test. Mayor Neil Bradshaw advised that he is in favor of closing all of 4th in the future, which is in the Comprehensive plan. He asked council how they would like to move forward at this time. Mayor and council deliberated.

Mayor Neil Bradshaw advised that the City would open the section from East to Walnut. This will be discussed again at the next council meeting. There will be an open house in town square in the future to get people's feedback.

10. ACTION ITEM: Discussion of requiring city employees to wear masks in city workplace and mask protocols for public meetings in the City Council Chambers

Mayor Neil Bradshaw advised that going forward, all meetings in the council chambers will require masks. He talked about Ketchum always having been pro-mask and about all the city has done to keep the employees and the public safe. He hopes this clarification has made the council more comfortable.

Councilor Michael David advised that he agrees.

Councilor Amanda Breen agrees stating that this shows respect for everybody and talked about the safety of the staff. She advised that staff should be using their own judgement when at their desks and distanced.

Councilor Courtney Hamilton appreciates the effort to make this happen. She would like all people to have to wear masks when in any room in City Hall with any other person. She stated the building is not ventilated well and everybody should be respected.

Councilor Jim Slanetz talked about letting common sense prevail. He thinks we are setting a double standard by making this law stating it is hypocritical if we go out to dinner after a public meeting. He talked about employee standards and questioned if we are setting this law for every business in Ketchum.

Mayor Neil Bradshaw asked for more comments. There were none.

11. ACTION ITEM: Recommendation to provide direction and approval on Encroachment Agreement 20494 with Idaho Power at 760 Washington Avenue--City Administrator Suzanne Frick

This item has been moved to the end of the agenda for discussion.

Mayor Neil Bradshaw explained the project and explained that some people in the alley are willing to pay for the undergrounding and some are not causing some lines to be above ground and some underground. City Administrator Suzanne Frick questioned if we should approve the encroachment agreement as well as approve the lines be above and below ground on public property? She also questioned if want to approve the funding? The location of the wires and the poles were discussed. Councilor Michael David would like a new application from the applicant. Council President Amanda Breen agrees. Councilor Jim Slanetz does not think the city should fill the gap.

This discussion will be continued to Monday August 10, 2020, agenda.

- PUBLIC HEARING

12. ACTION ITEM: Recommendation to adopt Resolution 20-019 Adopting the Mayor's Proposed Budget as the Preliminary Budget - Director of Finance & Internal Services Grant Gager
13. ACTION ITEM: First Reading of Ordinance No. 1208, Annual Appropriations Ordinance - Mayor Neil Bradshaw

Director of Finance & Internal Services Grant Gager went over the summary slide that showed the Revenue and Expenditures and explained the current proposed loss of revenue with cost savings.

Director of Finance & Internal Services Grant Gager advised he will focus on how he come up with the LOT forecast. He went over the 2020 LOT revenues, the proposed Lot fund revenues and presented the past and forecasted future. He went over the methodologies used in forecasting these numbers and talked about where we fall in line with other cities. Grant Gager showed a COVID heat map and talked about how cold and flu season is affecting COVID19. He went over the different scenarios and the forecasted LOT Revenue for each scenario as well as the LOT discretionary spending analysis by month from October thru the forecast for the rest of FY20. He went over the Subsistence and Discretionary line items and asked council for questions regarding the methodology used.

Council President Amanda Breen and Councilor Michael David talked about the City being completely shut down again in the future and how that would affect the budget. Director of Finance & Internal Services Grant Gager talked about the supply and demand side and the fact that we could get to a very scary side of things in a hurry. The J1 Visa program was discussed. Grant Gager went over how we compare to some of our peers and showed a slide that compares us to resorts around the county as well as other compatible cities in Idaho, Wyoming, Utah and California. He is forecasting an average budgeted sales tax decrease of 34%.

Director of Finance & Internal Services Grant Gager showed a staffing comparisons slide. He went over the analysis showing the staff levels compared to Telluride and Taos saying those two cities match the City of Ketchum the best.

Mayor Neil Bradshaw outlined what the department directors will be covering in the next presentation.

Director of Finance & Internal Services Grant Gager went over the Administrative Services Department overview slide and talked about the proposed budget highlights and what changed with this year proposed budget. Grant Gager talked about the City Clerk roll and where they anticipate it going in the future as well as IT upgrades and changes.

Fire and Rescue Department was presented by Fire Chief Bill McLaughlin. He went over the unfulfilled requests. He would eventually like to talk about the level of service and develop the budget around that, however, this is not the year to do that. Councilor Courtney Hamilton talked about a 3% increase for the volunteers last year that never came to fruition. Chief McLaughlin explained that was before he started and talked about the importance of our volunteers. Courtney Hamilton would like this looked at next year. Chief McLaughlin talked about the expenses the department incurred during COVID. Mayor Bradshaw thanked Bill McLaughlin for his leadership during this pandemic. Courtney Hamilton asked if were getting Cares Act funding for expenses. Director of Finance & Internal Services Grant Gager explained that Ketchum is pursuing Cares Act funding and went on to explain what is eligible for refund and what was not. The first submission for reimbursement will happen next week. We will also be

tapping into FEMA reimbursement expenses that are over and above the Cares Act. These funds will come into this year's budget. This will be factored into the fund balance for next year.

Law Enforcement Department overview was presented by Director of Finance & Internal Services Grant Gager. He talked about the unfulfilled requests. Staffing was discussed. Councilor Courtney Hamilton questioned where the line item for law enforcement professional services goes. Grant Gager advised it goes to the Idaho State Police.

Recreation Department was presented by John Kearney. He went over his power point and talked about his requests and praised his staff for their dedication to the children and department. Mayor Bradshaw thanked John Kearney and his staff for all their efforts. Council President Amanda Breen asked how they are moving forward with the after-school program. John Kearney outlined what the tentative plan is depending on what the school district decides. Councilor Courtney Hamilton asked about the unfunded Passenger Van. John Kearney explained that that the purchase could hold off. The trust account was discussed. Director of Finance & Internal Services Grant Gager clarified that the proposed budget packet, shows the park capital improvement funds and noted that all donated funds are tracked in separate trust funds.

Planning & Building Department Overview was presented by City Administrator Suzanne Frick. She went over the proposed budget highlights and explained the reductions proposed. Councilor Courtney Hamilton would like to address zoning amendments stating, this is urgent. Suzanne Frick talked about aligning the zoning code with the comprehensive plan. She would like to take a holistic review of the code to align with the ordinance. Courtney Hamilton asked about the decrease in projected revenue and decrease in DBS. Director of Finance & Internal Services Grant Gager explained that DBS is paid on a sliding scale.

Street Department overview was presented by Street and Facility Maintenance Director Brian Christiansen. He advised that the budget is very similar to last year. He went over the adopted and proposed budgets and the CIP items. He talked about staffing levels and part time employees. Brian Christiansen stated that there are no operational changes in the Department. The chip seal schedule was discussed.

Facilities Maintenance Department overview was presented by Facilities Maintenance Supervisor Juerg Stauffacher. He advised the council of the unfulfilled requests and advised that he would need guidance from the council on how they want to move forward with projects. He talked about the importance of the irrigation upgrades. Mayor Neil Bradshaw thanked Juerg Stauffacher for all he has done with the limited budget he has had to work with. Councilor Courtney Hamilton asked about the irrigation upgrades. It was clarified that \$25,000 is budgeted.

Water Fund Expenditures were presented by Water Superintendent Pat Cooley. He talked about the adopted FY 20 budget in comparison to the FY 21 proposed budgets. He went over the CIP Items and the proposed FY 21 costs as well as the unfulfilled requests. Mayor Neil Bradshaw thanked Pat Cooley for his leadership in Ketchum and his work on the Ketchum Springs Line.

Wastewater Fund Expenditures were presented by Wastewater Division Supervisor Mick Mummert, He stated that most of his budget requests have been met. He advised that his main objective for the year is for a new Facility Plan. He went over his unfulfilled requests. Mayor Neil Bradshaw thanked Mick Mummert for his leadership in the Headworks Project. Mick Mummert explained that he is monitoring

wastewater and its relationship to COVID. How expenses are shared with the Sun Valley Water Sewer District was discussed. Councilor Michael David questioned the flow when everybody was home with COVID. Mick Mummert explained that he did not see a change in the flow. They normally see more of a change in flow rates due to weather.

Mayor Neil Bradshaw called for a 3-minute break.

Diann Craven and Candace Pate presented for Visit Sun Valley. Diann Craven went over their purpose statement and emphasized sustainable tourism. Candace Pate advised that they are asking for \$110,000. Diann Craven talked about the recent impacts and what Visit Sun Valley is focusing on. Candace Pate talked about how they will be moving forward and advised that if Ketchum gives zero, it will hurt the collaboration with all the cities. Diann Craven talked about what is at stake and what the opportunities are that they will be focusing on. Candace Pate said that not promoting tourism will be a mistake for the success of our town. Mayor Neil Bradshaw thanked them for their professionalism and complimented them on their leadership and hard work. Council President Amanda Breen asked them why we want tourists here in the wake of COVID19? Candace Pate talked about our capacity for fall and winter, saying we need to keep our name out there. Diann Craven talked about tourism dropping off and people going back to where they came from. Amanda Breen questioned what our competitors are doing about promoting their area? Candace Pate and Diann Craven advised that Scott Fortner will be at the next meeting with more information. Mayor Neil Bradshaw thanked them for presenting.

BCHA Executive Director Nathan Harvill presented a Power Point that went over the Median Income for Blaine County as well as Statewide. He talked about Ketchum's housing purchase price versus the median market price. BCHA has 61 community housing units within Ketchum. Nathan Harvill touched on BCHA's request for funding which is \$75,000 for FY 2021. He then went over what that funding would support and talked about BCHA's anticipation of a 15% funding shortfall and how they would handle that shortfall. Mayor Neil Bradshaw asked Nathan Harvill if the \$50,000 proposed in the budget would be sufficient. Nathan Harvill advised \$50,000 would be tight. He went over what the other cities are giving. Councilor Jim Slanetz questioned if cash is generated from the Lift Tower Lodge. Nathan Harvill advised they do get income when renters are there. Mayor Neil Bradshaw thanked Nathan Harvill for his presentation.

KSAC - Sharon Grant presented the committees views for the budget. She went over the Energy Goals from 2015-2030, water goals from 2022-2030 and Waste Goals from 2022-2025. Sharon Grant went over Energy Progress as well as Waste Progress. She talked about the communication and outreach efforts they have worked on and went on to talk about continuing sustainability momentum which is outlined in her power point. She talked about the funding requested to complete the continuing sustainability momentum. Mayor Neil Bradshaw thanked her for her presentation and leadership. Mayor Neil Bradshaw explained what is currently in the proposed budget. Councilor Courtney Hamilton asked about upgrades that could be funded with \$10,000. Sharon Grant outlined a few options and said she would like to focus on the new city hall as well as the new fire station.

Mountain Rides Executive Director Wally Morgus started his presentation by thanking the council for their support. He went over the shared mission of the City of Ketchum and Mountain Rides and talked about what they do for the community, as well as the environment. He went over Mountain Rides infrastructure and talked about their economic goals and their accountability. Wally Morgus went onto talk about the FY funding request being \$469,000 and where they are getting their other funding from. He talked about operations going back to pre COVID19 for FY 2021 as well as talked about the Capital

needs and the challenges they have in front of them in FY 2021. Mayor Neil Bradshaw thanked Wally Morgus for maintaining their ridership levels during this pandemic and voiced his support of the electric busses and all Mountain Rides is doing. Councilor Michael David asked what the future is for the Cares Act money? Wally Morgus gave the background and explained how the funding will be spread over a couple of years. In 3 years from now Mountain Rides will be looking for a substantial leap back to \$700,000 contribution for funding. Michael David asked if fare free will continue thru the winter. Wally Morgus explained that the Cares Act has provided for that into the foreseeable future.

Executive Director Harry Griffith, presenting for SVED, stated their request is for \$9,000. He had a presentation that showed the good news and the bad news and stated that they have been busier than they have even been. He talked about SVED FY21 Activities and Ketchum's Relevant Goals. Mayor Neil Bradshaw thanked Harry Griffith for his presentation.

Mayor Neil Bradshaw asked for public comment on items 12 & 13. There is nobody on the line and nobody out front. Public comment is closed at this time. The public will be able to comment again at the next meeting.

Mayor Neil Bradshaw opened the meeting for council deliberation. He talked about his budget proposal and clarified the Comprehensive Plan and how it works as a guiding tool. He stated that it is a very useful plan, but it is not a budgeting document. He understands that this needs to be revisited. He talked about revenue, staffing and marketing as well as the reduced revenues and the forecast. He talked about projections and spending and the possible recession that can follow COVID 19. Mayor Bradshaw advised that he wants to keep staff. Mayor Neil Bradshaw clarified that staff could meet with council; however, staff takes direction from the department heads, not the council and he explained the chain of command. He proposed that Councilors and Mayor forego their salary and benefits rather than cut any employees. He talked about holding off on funding marketing and continue to fund city services. Mayor Bradshaw talked about Baldy opening and how that affects our community. Emergency Services should stay untouched. He would like to talk about the revenue forecast then a marketing discussion and what we want to fund and then the staffing discussion. Mayor Bradshaw asked council if this conversation should continue this evening or continue to next Monday and hold a special meeting? Mayor Bradshaw does not want the council to be under any kind of pressure.

Councilor Courtney Hamilton talked about the comp plan and what it means and said the council should be looking at this more for guidance. Courtney Hamilton advised that she is very thankful for staff and would like staff to be more empowered. She wants staff more involved and would like it to be a more transparent place to work to avoid turnover.

Council President Amanda Breen would like to table the discussion for the evening. Mayor Neil Bradshaw advised that they could reconvene next Monday, August 10th at 4:00 pm.

Director of Finance & Internal Services Grant Gager explained that the Resolution in the packet is to adopt a preliminary budget and is required by state statute. Council may continue to make changes to the budget. He then explained the budget process and reporting deadlines.

Motion to continue items 12 & 13 to next Monday at 4pm.

Motion made by Councilor David, Seconded by Council President Breen.

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

- ADJOURNMENT

Councilor Courtney Hamilton thanked all for making this meeting happen.

Motion to adjourn at 8:45 p.m.

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

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

Neil Bradshaw, Mayor

Robin Crotty, City Clerk