



CITY COUNCIL AGENDA OF THE CITY OF KETCHUM, IDAHO
Monday, April 6, 2015, beginning at 5:30 p.m.
480 East Avenue, North, Ketchum, Idaho

1. CALL TO ORDER
 - a. Community Library Poem Presentation.
2. CONSENT CALENDAR
 - a. Approval of Minutes: February 17, 2015 and March 16, 2015.
 - b. Approval of Current Bills and Payroll Summary.
 - c. Accepting Paint Bids.
3. COMMUNICATIONS FROM MAYOR AND COUNCILORS.
 - a. Communications from Mayor & Council
 - b. Communications from Council Liaisons: Michael David: Mountain Rides, Ketchum CDC; Jim Slanetz: Blaine County Housing Authority.
4. COMMUNICATIONS FROM THE PUBLIC.
 - a. Communications from the public. *For items not on the agenda.*
5. COMMUNICATIONS FROM STAFF.
 - a. Six Month Budget Review – Sandy Cady, City Treasurer/Clerk.
6. AGREEMENTS AND CONTRACTS.
 - a. Mountain Rides Bike Share Agreement – Robyn Mattison, Public Works Director/City Engineer.
7. ORDINANCES AND RESOLUTIONS.
 - a. Ordinance 1131: Events (Second Reading) – Suzanne Frick, City Administrator.
 - b. Ordinance 1133: Repealing Ordinance 74 – Robyn Mattison Public Works Director/City Engineer.
8. ADJOURNMENT.

If you need special accommodations, please contact the City of Ketchum in advance of the meeting.

This agenda is subject to revisions and additions. Revised portions of the agenda are underlined in bold.

Public information on agenda items is available in the Clerk's Office located at 480 East Ave. N. in Ketchum or by calling 726-3841.

Your participation and input is greatly appreciated. We would like to make this as easy as possible and familiarize you with the process. If you plan to speak, please follow the protocol below.

- Please come to the podium to speak.
- Stand approximately 4-6 inches from the microphone for best results in recording your comments.
- Begin by stating your name.
- Please avoid answering questions from audience members. All questions should come from City officials.
- Public comments will be limited by a time determined by the Mayor.
- You may not give your time to another speaker.
- If you plan to show a slide presentation or video, please provide a copy to the City Clerk by 5:00 p.m. on the meeting date.

Please note that all people may speak at public hearings.

Public comment on other agenda items is at the discretion of the Mayor and City Council.

Public comments may also be sent via email to participate@ketchumidaho.org

Visit www.ketchumidaho.org and sign up for notifications on agendas, meeting packets, dates and more.

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Thank you for your participation.

We look forward to hearing from you!



City Council

Regular Meeting

~ Minutes ~

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

Tuesday, February 17, 2015

5:30 PM

Ketchum City Hall

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

Also Present: Ketchum City Administrator Suzanne Frick
Ketchum City Attorney Stephanie Bonney
Director of Planning and Building Micah Austin
Ketchum Public Works Director/City Engineer Robyn Mattison
Ketchum Police Chief Dave Kassner

1. CALL TO ORDER

Mayor Nina Jonas called meeting to order at 5:35.

2. CONSENT CALENDAR

- a. Approval of Minutes: January 20, 2015.
- b. Approval of Current Bills and Payroll Summary.
- c. Findings of Fact, Conclusions of Law and Decision regarding:
 - i. Vue Subdivision and Townhouse Subdivision – Preliminary Plat.

Motion to approve the consent calendar.

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

3. COMMUNICATIONS FROM MAYOR AND COUNCILORS.

a. Communications from Mayor and Council

Councilor Jim Slanetz commented that the Council should be very supportive of the Farmers Market.

Councilor Anne Corrock requested that in preparation of the construction project taking place where RV parking currently is the council discussed other possible sites for RV Parking. The River Run property may be able to be used for that purpose.

Mayor Nina Jonas commented there have been many discussions of what can be done with that property.

Council President Michael David commented the Sun Valley City Council agreed to contribute \$2,000 to the night owl bus service.

4. COMMUNICATIONS FROM THE PUBLIC.

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

Phylis Shafran, Ketchum Resident, commented on the local option tax monthly report, Ketchum local option taxes being charged by car dealerships, and the compliance officer position.

5. COMMUNICATIONS FROM STAFF.

a. Discussion of Bridge and Road Levy – Suzanne Frick, City Administrator.

Suzanne Frick, City Administrator, said the Blaine County Board of Commissioners is putting the Road and Bridge Levy in front of the voters in May of this year. It is for a two year temporary levy. Should the voters approve the measure, the city of Ketchum is estimated to receive 443,422 each year. The Commissioners are asking the council to take a position on the proposed levy, and if supported they requested a letter of support and list of priority projects.

Suzanne Frick said they have identified four priority projects to be funded if the levy passes. The first is sidewalk and lighting improvements in the high pedestrian areas. The improvements would be coordinated with parking strategies. In addition they are proposing implementation of bike and pedestrian plan improvements in the downtown area. Drainage improvements in the 5th Street and Walnut Avenue and 6th Street areas.

Staff is recommending the council support the levy and the projects they have identified.

Councilor Baird Gourlay asked if the recommended projects have to be in Ketchum, Warm Springs Road is in terrible shape. The only way he will sign his name to a letter is if Blaine County improve that road. Councilor Gourlay would like to request Blaine County improve and pave that road and make it a high priority on their list.

Councilor Jim Slanetz commented that the gas tax has not been raised since 1996. With gas prices so low this is an opportunity to raise a gas tax, it's a use tax for those using the roads. Councilor Slanetz feels this is not the place to do this, it should be a use tax, not a burden on the property owners.

Suzanne said her understanding was that there would be a greater amount of support for a lower bond amount for a lower amount of time. It would give time to see if the state will step up to the plate to identify additional funding sources.

Council President Michael David commented that the roads in the county and in Ketchum are a disaster. It needs to be part of a bigger plan.

Councilor Anne Corrock went to the town hall meeting the other night. The legislatures seem to be working on this issue, it is not just a gas tax, but also a licensing issue and all of them need to be done to move forward. They don't want to keep putting band aids on it. If they do move forward, Councilor Corrock likes number one and capital improvements that go beyond what they have for regular maintenance of roads, she is not so keen on number 2. Councilor Corrock feels striping should be

maintained on a regular basis. Councilor Corrock commented on the bridge over Trail Creek. Councilor Corrock said they obviously need storm drains, but seems like regular maintenance.

Suzanne Frick commented that the County has not identified specific projects. The council could condition their support on Warm Springs Road. Number one is additional sidewalk improvements with lighting to improve pedestrian connections.

Robyn Mattison, Public Works Director, commented that they would need an engineer for number two, and the storm drains would be a new system so would not be maintenance. Regarding the bridge over Trail Creek, the reduced levy would not be enough to fund the project, and it would be dependent on ITD to be willing to fund it as well.

Councilor Baird Gourlay commented that he doesn't see any actual street improvements on this list.

Mayor Nina Jonas said they are all one time projects.

Councilor Baird Gourlay clarified that these priorities are not set in stone.

Councilor Baird Gourlay commented that the county has a list of projects they want to do. He wants to be on that list. If they are willing to put Warm Springs Road on the list, then the Council can then move forward with a letter. Councilor Gourlay suggested they also include that the city is in support of a gas tax in a letter.

Suzanne Frick said she will ask the county for their priority list.

Councilor Corrock commented that instead of putting dollar amounts on the list then just listing what the priorities are.

Council Jim Slanetz commented that staying on top of road maintenance should be a top priority.

Councilor Corrock would prefer it would go towards roads and streets rather than just right of ways.

Councilor Baird Gourlay suggested putting maintenance of existing roads on the list.

Mayor Nina Jonas said they will put together a letter and request the County Commissioners attend a future meeting and identify some of these concerns.

b. Discussion of Events – Jen Smith, Director of Parks and Recreation.

Jen Smith, Director of Parks and Recreation, provided a follow-up report from the January 20th meeting. They have conducted a survey of businesses, updated the special events application; which includes new fees including a facility charge, music licensing fee, and a new amplified sound permit. The event blackout dates have been included for Ketchum Town Square and a two block radius. The blackout dates will be the December and January winter holidays, President's week and the July 4th holiday weekend. The 100 decibel level is very loud, and staff is requesting approval on the blackout dates, facility fee, and music licensing fee.

Mayor Nina Jonas commented on having blackout dates for all the event sites.

Councilor Anne Corrock asked about the bike festival events that take place downtown, clarifying that it ends before the fourth of July and that the business are well informed regarding the criterium.

Councilor Anne Corrock asked about the filming issue. Jen Smith said they are working on a permit.

Councilor Anne Corrock asked about the survey that was done, it does bring concerns regarding the farmers market. Like any other event that is put on and brought forward, they need to consider the rest of the community and how it affects them.

Suzanne Frick, City Administrator commented that they fully support the farmers market. One of the issues is that as the event becomes more popular it impacts businesses and public safety. They will not be mandating anything to the farmers market, but they will need to operate within certain parameters. It will ultimately be up to the farmers market where they locate.

Mayor Nina Jonas commented that they are reinforcing Department Heads weigh in on the special event applications.

Council President Michael David commented on the importance of the public safety component of this, and also need to look at where the vendors are parking.

Council President Michael David asked about the decibel levels, by bringing it down to 80 will it be better. Jen clarified that Sharon handles it on a case by case basis so changing the ordinance is not recommended at this time.

Mayor Nina Jonas suggested a more predictable guideline, so that it is not so subjective.

Councilor Jim Slanetz commented that the 4th of July is not that busy in Ketchum.

Motion to approve blackout dates for events at the Ketchum Town Square and surrounding two-block radius; the addition of a 'facility fee' of \$100 per day for events that take place in public parks and use existing city infrastructure; and an additional 'public music licensing fee' of \$10 for events that play music publicly and who do not have BMI/SESAC/ASCAP licensure as proposed by staff be implemented for events beginning this summer.

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

c. Discussion of the Comprehensive Zoning Code Revision and Interim Zoning Ordinance – Micah Austin, Director of Planning and Building.

Micah Austin, Director of Planning and Building, discussed the comprehensive rewrite of the Zoning Ordinance. The purpose of rewriting the Zoning Ordinance is to bring it into compliance with the 2015 Comprehensive Plan, recently adopted state statutes regulating land use ordinances are not reflected in the current Zoning Ordinance, more the 130 errors and concerns have been identified, current structure is outdated and difficult to navigate and only 25% of all uses are identified, creating significant interpretation challenges.

Staff is suggesting a three step approval to the Zoning Code rewrite. Phase 1 will be addressing known inconsistencies and restructure the ordinance; the product of phase 1 is the interim ordinance. Phase 2 is research and public outreach. Phase 3 will address how the new ordinance will necessitate amendments in other chapters of the municipal code and guiding documents.

An interim ordinance will address known issues immediately, it will give the city time to work on phase 2, and known inconsistencies would be addressed immediately. An interim ordinance will improve accessibility and ease of navigation, update and add definitions as necessary, eliminate all

unenforceable guidelines according to state code, eliminate "legacy" sections that have not been enforced for years and address multiple inconsistencies. The interim ordinance will reduce 47.2% pages.

Councilor Anne Corrock suggested having consistent definitions.

The Council was in favor of the direction that staff is taking.

6. AGREEMENTS AND CONTRACTS.

a. Collections Bureau Incorporated (CBI): Public Agency Collection Services Agreement – Dave Kassner, Police Chief.

Dave Kassner, Ketchum Police Chief, introduced the agreement with Collections Bureau Incorporated. The agreement is for collection services.

Motion to authorize the Mayor to sign the public agency collection services agreement with CBI.

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

7. ORDINANCES AND RESOLUTIONS.

a. Ordinance 1128: Amending the idling penalty (third reading) – Dave Kassner, Police Chief.

Dave Kassner, Ketchum Police Chief, introduced the Ordinance for the third and final reading.

Motion to adopt Ordinance 1128, amending Title 8, Chapter 9, Ketchum City Code; which provides penalties for excessive idling of motor vehicles providing for savings and severability; repealing all ordinances and parts of ordinances in conflict herewith; and providing an effective date hereof.

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

8. COMMUNICATIONS FROM THE PRESS.

9. ADJOURNMENT.

Councilor Baird Gourlay motioned to adjourn at 7:13 p.m., Councilor Jim Slanetz seconded, the motion passed unanimously.

Nina Jonas
Mayor

ATTEST:

Sandra E. Cady, CMC
City Clerk



City Council

Regular Meeting

~ Minutes ~

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

Monday, March 16, 2015

5:30 PM

Ketchum City Hall

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

Also Present :
Ketchum City Administrator Suzanne Frick
Ketchum City Attorney Stephanie Bonney
Ketchum Public Works Director/City Engineer Robyn Mattison

1. CALL TO ORDER

Mayor Nina Jonas called the meeting to order at 5:45 p.m.

2. CONSENT CALENDAR

a. Approval of Minutes: Special February 2, 2015 and Special March 2, 2015.

b. Approval of Current Bills and Payroll Summary.

Mayor Nina Jonas asked if there were any questions regarding the Consent Agenda items.

Councilor Anne Corrock commented she had questions about the approval of the Arbor Care Contract and Redirection of budgeted funds for Compliance Officer.

c. Arbor Care Resources Contract for Plant Health Care and Integrated Pest Management.

Councilor Anne Corrock questioned Jen Smith, Director of Parks and Recreation, if they go out for bids from contractors they work with or how it works.

Jen Smith clarified that they go out every three years for bids and gave a brief explanation of how the contract money is spent. Jen's examples included plant health, Christmas lights and flowers

Councilor Anne Corrock asked what year of the contract the City was on. Jen Smith stated she thought year three. She then explained how they were working with small contractors to making sure they are legally in compliance and they had worked to build relationships with each contractor.

d. Redirecting Code Compliance Funding.

Councilor Anne Corrock stated council should go back and look at funds budgeted for Code Officer of \$50,000. She felt money could be redirected and would like to discuss options.

City Administrator Suzanne Frick explained that the money was budgeted in the LOT and Council has authority to determine how money is spent. If there was to be a change in purpose of how the money is spent it would require an amendment to the budget.

Councilor Anne Corrock stated she thought this money was to be used for a multi-departmental employee. Suzanne Frick clarified the money is budgeted to be used multi-departmental and the purpose is to be changed as recommended in the report and the budget would have to be changed.

Suzanne Frick clarified the Redirecting Compliance Officer Report and pointed out the three items recommended were the requested change. Councilor Anne Corrock stated she wants to make sure we are spending the money as we should. Suzanne Frick assured Councilor Anne Corrock that the City would not be using the funding for anything but LOT.

Councilor Anne Corrock stated her concern about accountability, and wondered if there were any other areas we could spend the money. Mayor Nina Jonas commented that this program was still in development. There are no hard numbers and they will come back with contract amounts. Mayor Nina Jonas stated that the software development will help with the collection of LOT.

Councilor Anne Corrock motioned to redirect code compliance funding to be used for software enhancements, updating the VRBO database, and establishing the City intern program and other LOT related expenses.

Councilor Baird Gourlay commented he was concerned about adding other expenses and the City could be opening themselves to something not budgeted.

City Attorney Stephanie Bonney responded that Council is not approving this report. It's just a study requesting the money to be generally re-categorized. She stated, "We are not really approving anything today, we are only approving expenditures at this time and just giving staff direction"

Motion to Approve Redirecting of Code Compliance Funding

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

Motion to approve the Consent Calendar Items

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

3. COMMUNICATIONS FROM MAYOR AND COUNCILORS.

a. Communications from Mayor & Council

i. Green Building Recognition of the Big Wood Bread Building – Micah Austin, Director of Planning and Building.

Director of Planning and Building, Micah Austin, requested Big Wood Bread be recognized for all their hard work stating "they went above and beyond code."

Motion to approve, Recognition of Big Wood Bread for their Green Building.

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

b. Communications from Council Liaisons:

c. Appointments & Proclamations:

i. Road Scholars Presentation for Justin Ramm, Ron Domke, and Damon Vergel.

Mayor Nina Jonas called Brian Christiansen, Street Superintendent to the podium to introduce Laila Cral from LHTAC.

Street Superintendent, Brian Christiansen addressed Mayor and Council and introduced Laila Cral, Program Director for LHTAC.

Laila Cral explained the Road Scholar and Road Master programs. Housed at LHTAC, the program works with the University of Idaho to provide training and technical assistance to cities, counties and highway districts. It also provides new technology for paving roadways and training for the local highway districts. The program is a four year program, ten courses, eighty hours of training in ten weeks. The classes vary in topics. Most classes require exams to make sure that the students are paying attention and information is taken back to their jurisdictions. She called Justin Ramm, Ron Domke and Damon Vergel to the podium to present them with their certificates, hats and leathermans.

Laila Cral stated that the program is to make sure all employees are trained to properly maintain the roads and highways. She thanked Mayor and Council for allowing employees to attend training.

Laila Cral pointed out that pictures would be taken in the hall way and the employees would be featured in the LHTAC quarterly newsletter, coming out in June.

Councilor Baird Gourlay commented and thanked them for a great job this year.

ii. Resolution 15-011: Appointment of Planning and Zoning Commissioner.

Mayor Nina Jonas presented Resolution 15-011.

Councilor Baird Gourlay commented Betty's last name is misspelled in the resolution.

Mayor Nina Jonas asked for a motion.

Motion to adopt Resolution 15-011: Appointment of Planning and Zoning Commissioner Betty Mezell as Commissioner for a term expiring on April 9, 2018.

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

iii. Resolution 15-010: Appointment of the Ketchum Energy Advisory Committee Members.

City Administrator Suzanne Frick presented Resolution 15-010.

Councilor Jim Slanetz asked for clarification of the position and if it was an advisory position.

Mayor Nina Jonas clarified with yes it was.

Motion to adopt Resolution 15-010: Appointment of New Ketchum Energy Advisory Committee Members and Removing of Initial Members.

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

4. COMMUNICATIONS FROM THE PUBLIC.

a. Communications from the public. For items not on the agenda, comments limited to five minutes and no final deliberation.

Phyllis Shafran commented on local option tax being collected by vendors and sent in to the State.

Councilor Anne Corrock commented she had the same concern and had been approached by other citizens about this issue.

City Administrator, Suzanne Frick explained that the City has talked to our State Representatives about this issue. It is looked at on a case by case basis and we can only handle each incident individually. We may need to educate the Idaho State Tax Commission and the public needs to be made aware of what they should be paying.

Mayor Nina Jonas gave direction to go to the State Tax Commission.

5. ORDINANCES AND RESOLUTIONS.

a. Resolution Number 15-012: Ketchum Energy Conservation Goals – Rebecca Bundy, Senior Planner.

Mayor Nina Jonas presented Resolution 15-012.

Mayor Nina Jonas made comment and stated she is ready to move forward with the resolution.

City Administrator Suzanne Frick explained that the City of Ketchum has been working with the committee to attempt to accomplish a set of performance goals they would like to achieve. There were two separate goals: one goal for the city and one for the community as a whole. These goals could be obtained through building code, policies and initiatives to encourage compliance. She commented that the city has some capital projects in the future and would work towards compliance with the energy conservation goals. She recommended approval of the resolution and establishing the goals.

Councilor Baird Gourlay questioned items in exhibit-A. Councilor Gourlay stated he liked the idea of funding 100% of the operation but didn't think it was feasible. He questioned the level of achievement and pointed out that he really likes the idea but doesn't know if the City can do it.

City Administrator Suzanne Frick commented that this kind of program is not readily available today in Idaho, and there was hope in the future to work with Idaho Power to achieve these goals. Some of these goals are outside of the cities control. The City would like to be the leader in this program.

Councilor Baird Gourlay asked for follow up along the way. He asked to go through each bullet point to have a bigger definition and mentioned incentives for someone who goes above and beyond. He

commented on the importance of educating the public and City Department Heads. He is in favor of approving the goals and suggested a special meeting.

Mayor Nina Jonas commented that approval of the goals would help the City Departments move forward when preparing their budgets. Education and policy would assist in compliance with the program.

Aimee Christiansen commented on what Idaho Power currently provides with energy options. She explained the program and goals.

Councilor Baird Gourlay commented and suggested having a meeting with Aimee Christiansen, Department Heads and Council.

Mayor Nina Jonas commented on the technical aspect and questioned the budget and what could be spent.

Motion to approve Resolution 15-012 Ketchum Energy Conservation Goals.

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

b. Ordinance 1129: Water Revenue Bond for Water Improvement Project - Robyn Mattison, Public Works Director/City Engineer.

Robyn Mattison, Public Works Director/City Engineer presented the second reading of Ordinance 1129, requesting approval of abandoning the old distribution system and approving a 2.75%, 20yr loan for a new system. Robyn Mattison explained that the old system had problems, including material in the pipes and costs for repairs and maintenance were high due to old age. She commented that the loan would only cover a portion of the water system in the right away. She pointed out some benefits of the project such as the costs for repairs and maintenance, and stated the new system would include funds for water meters, water conservation and some other purposes.

Councilor Anne Corrock questioned the revenue bond and how the City is going to inform the public.

City Administrator Suzanne Frick clarified that once the Council approved the ordinance the city would inform the public.

Councilor Baird Gourlay questioned if there would be a rate increase. Robyn Mattison clarified that a rate increase was not anticipated for the water users.

Motion to waive the second and third readings of Ordinance 1129 Water Revenue Bond for Water Improvement Project.

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

Motion to adopt Ordinance 1129 Water Revenue Bond for Water Improvement Project.

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

c. Ordinance 1131: Events – Suzanne Frick, City Administrator.

City Administrator Suzanne Frick presented Ordinance 1131.

City Administrator Suzanne Frick explained the ordinance commenting that the changes will attract more events. The revamping of the ordinance will simplify the event application and will include a notification process. Changes will make it much easier for the event planner to move through the process more smoothly. She explained that the ordinance includes a categorization of events to small, medium and large. There will be a requirement for notification to neighbors for medium and large events, standardization of the appeals process and the elimination of fee waivers. She included in her comments that the ordinance would help to treat everyone fairly. She recommended the Council's approval of the revised ordinance and asked for questions.

Council President Michael David questioned if the Farmers Market would be affected. City Administrator Suzanne Frick clarified that the regulations would not be in effect until the approval of the ordinance and the application date would determine which regulation it would fall under. She commented that the Farmers Market would see a change in the notification process in the future.

Council President Michael David questioned the fee waivers for employees and events. City Administrator Suzanne Frick clarified that fees would not be waived.

Councilor Baird Gourlay stated that the ordinance should simplify the process. City Administrator Suzanne Frick agreed and stated they would only have one set of standards.

Mayor Nina Jonas commented that large event would include amplified sound. City Administrator Suzanne Frick clarified that amplified sound would be a large event.

Motion to approve the first reading of Ordinance 1131; repealing Chapter 12.32 of the Ketchum Municipal Code and replacing it with a new Chapter 12.32 Special Events.

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

6. EXECUTIVE SESSION to discuss:

Motion to go into executive session to discuss personnel pursuant to Idaho Code §§67-2345 1(b).

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

7. ADJOURNMENT.

Councilor Baird Gourlay motioned to adjourn at 7:34p.m. Council President Michael David seconded, motion passed unanimously.

Nina Jonas
Mayor

ATTEST:

Sandra E. Cady, CMC
City Clerk

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

[Report].GL Account Number = "0110000000"- "9449008045", "9910000000"- "9911810000"

Vendor Name	Invoice Number	Description	Net Invoice Amount
GENERAL FUND			
01-2171-2000 P/R TAXES PBL--STATE W/H			
STATE TAX COMMISSION	PR0320151	State Withholding Tax Pay Period: 3/20/2015	5,499.00
STATE TAX COMMISSION	PR0403151	State Withholding Tax Pay Period: 4/3/2015	5,591.00
01-2171-9000 P/R DEDUC PBL--HEALTH INSURANC			
III-A	PR0320151	Health Ins - Family Pay Period: 3/20/2015	12,327.56
III-A	PR0320151	Health Ins - Employee Pay Period: 3/20/2015	21,909.09
III-A	PR0320151	Health Ins - Employee + Spouse Pay Period: 3/20/2015	350.68
III-A	PR0320151	Health Ins - Employee + Spouse Pay Period: 3/20/2015	28,773.55
III-A	PR0320151	Health Ins - Family Pay Period: 3/20/2015	157.83
III-A	PR0320151	Health Ins - Family Pay Period: 3/20/2015	9,245.67
III-A	PR0320151	Health Ins - Family Pay Period: 3/20/2015	105.22
III-A	PR0320151	Health Ins - Family Pay Period: 3/20/2015	473.49
III-A	PR0320151	Health Ins - Family Pay Period: 3/20/2015	27,737.01
III-A	PR0320151	Health Ins - Employee + 1 Chld Pay Period: 3/20/2015	26.70
III-A	PR0320151	Health Ins - Employee + 1 Chld Pay Period: 3/20/2015	2,752.82
III-A	PR0320151	Health Ins - Employee + 2 Chld Pay Period: 3/20/2015	62.22
III-A	PR0320151	Health Ins - Employee + 2 Chld Pay Period: 3/20/2015	8,538.52
III-A	PR0403151	Health Ins - Employee + 1 Chld Pay Period: 4/3/2015	26.70
III-A	PR0403151	Health Ins - Employee + 2 Chld Pay Period: 4/3/2015	103.70
III-A	PR0403151	Health Ins - Family Pay Period: 4/3/2015	157.83
III-A	PR0403151	Health Ins - Family Pay Period: 4/3/2015	315.66
III-A	PR0403151	Health Ins - Employee + Spouse Pay Period: 4/3/2015	446.32
III-A	PR0403151	Health Ins - Family Pay Period: 4/3/2015	473.49
01-2172-1000 P/R DEDUC PBL--AFLAC INSURANCE			
AFLAC	PR0320151	AFLAC Pre-Tax Pay Period: 3/20/2015	728.06
AFLAC	PR0320151	AFLAC After-Tax Pay Period: 3/20/2015	143.95
AFLAC	PR0403151	AFLAC Pre-Tax Pay Period: 4/3/2015	728.04
AFLAC	PR0403151	AFLAC After-Tax Pay Period: 4/3/2015	143.95
01-2172-2000 P/R DEDUC PBL--LIFE & L.T.DISB			
LifeMap Billing	PR0320151	Long Term Disability Pay Period: 3/20/2015	1,178.43
01-2172-3000 P/R DEDUC PBL--DELTA DENTAL			
DELTA DENTAL PLAN OF IDAH	PR0320151	Dental Insurance - 1 Child Pay Period: 3/20/2015	99.22
DELTA DENTAL PLAN OF IDAH	PR0320151	Dental Insurance - Employee Pay Period: 3/20/2015	910.56
DELTA DENTAL PLAN OF IDAH	PR0320151	Dental Insurance - Spouse Pay Period: 3/20/2015	222.84
DELTA DENTAL PLAN OF IDAH	PR0320151	Dental Insurance - Spouse Pay Period: 3/20/2015	791.56
DELTA DENTAL PLAN OF IDAH	PR0320151	Dental Insurance - Family Pay Period: 3/20/2015	600.86
DELTA DENTAL PLAN OF IDAH	PR0320151	Dental Insurance - Family Pay Period: 3/20/2015	899.25
DELTA DENTAL PLAN OF IDAH	PR0320151	Dental Insurance - 2+ Child Pay Period: 3/20/2015	61.14
DELTA DENTAL PLAN OF IDAH	PR0320151	Dental Insurance - 2+ Child Pay Period: 3/20/2015	162.96
DELTA DENTAL PLAN OF IDAH	PR0320151	Dental Insurance - 1 Child Pay Period: 3/20/2015	34.64
DELTA DENTAL PLAN OF IDAH	PR0403151	Dental Insurance - 1 Child Pay Period: 4/3/2015	34.64
DELTA DENTAL PLAN OF IDAH	PR0403151	Dental Insurance - Spouse Pay Period: 4/3/2015	297.12
DELTA DENTAL PLAN OF IDAH	PR0403151	Dental Insurance - Family Pay Period: 4/3/2015	785.74
DELTA DENTAL PLAN OF IDAH	PR0403151	Dental Insurance - 2+ Child Pay Period: 4/3/2015	122.28
01-2173-3000 P/R DEDUC PBL--NATIONWIDE			
NATIONWIDE RETIREMENT SOL	PR0320151	Nationwide Fire - 0035424-001 Pay Period: 3/20/2015	868.18
NATIONWIDE RETIREMENT SOL	PR0320151	0064-0017 Nationwide - 0064-0017 Pay Period: 3/20/2015	3,425.33
NATIONWIDE RETIREMENT SOL	PR0320151	0064-0017 Nationwide/Roth - 0064-0017 Pay Period: 3/20/2015	254.52
NATIONWIDE RETIREMENT SOL	PR0403151	0064-0017 Nationwide - 0064-0017 Pay Period: 4/3/2015	3,382.79
NATIONWIDE RETIREMENT SOL	PR0403151	0064-0017 Nationwide/Roth - 0064-0017 Pay Period: 4/3/2015	227.38

Vendor Name	Invoice Number	Description	Net Invoice Amount
01-2174-0000 P/R DEDUC PBL--GARNISHMENTS			
CHILD SUPPORT SERVICES	PR0320151	Child Support Pay Period: 3/20/2015	269.68
CHILD SUPPORT SERVICES	PR0403151	Child Support Pay Period: 4/3/2015	269.68
01-2175-0000 P/R DEDUC PBL--PIONEER FED.CR.			
PIONEER FEDERAL CREDIT UNI	PR0320151	Pioneer Federal Credit Union Pay Period: 3/20/2015	1,800.00
PIONEER FEDERAL CREDIT UNI	PR0403151	Pioneer Federal Credit Union Pay Period: 4/3/2015	1,800.00
01-2175-1000 P/R DEDUC PBL--UNION DUES			
KETCHUM FIREFIGHTERS LOCA	PR0403151	Union Dues Union Dues Pay Period: 4/3/2015	715.00
01-2175-8000 P/R DEDUC PBL--EMPLOYEE CAF-MD			
NBS-NATIONAL BENEFIT SERVI	PR0320151	125 Medical Savings Pay Period: 3/20/2015	1,067.84
NBS-NATIONAL BENEFIT SERVI	PR0403151	125 Medical Savings Pay Period: 4/3/2015	1,317.51
01-2175-9000 P/R DEDUC PBL--EMPLOYEE CAF-DC			
NBS-NATIONAL BENEFIT SERVI	PR0320151	125 Dependant Care Pay Period: 3/20/2015	526.39
NBS-NATIONAL BENEFIT SERVI	PR0403151	125 Dependant Care Pay Period: 4/3/2015	526.39
Total :			149,469.99

LEGISLATIVE & EXECUTIVE**01-4110-3100 OFFICE SUPPLIES & POSTAGE**

PITNEY BOWES - RESERVE ACC	5596888-MR15	Postage Meter Rental	41.24
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01-4110-3200 OPERATING SUPPLIES

ATKINSONS' MARKET	1856-02/15	ACCT. 1856	31.52
F-STOP	883376	Frames for Proclamation	32.90
KETCHUM FLOWER COMPANY	7656	Flowers for Maggie	48.60
SUN VALLEY NATURAL SPRING	28021	Water Cooler & Bottles for Meeting Room	19.22

01-4110-5100 TELEPHONE & COMMUNICATIONS

VERIZON WIRELESS, BELLEVUE	9742232200	ACCT. 365459737-00001	108.80
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Total LEGISLATIVE & EXECUTIVE:

282.28

ADMINISTRATIVE SERVICES**01-4150-3100 OFFICE SUPPLIES & POSTAGE**

CHATEAU DRUG CENTER	1361440	Supplies	9.30
COPY & PRINT, L.L.C.	64002	Office Supplies	15.34
INTEGRATED TECHNOLOGIES	18058	Copier Maintenance	55.00
INTEGRATED TECHNOLOGIES	18076	Copier Maintenance & Supplies	15.88
INTEGRATED TECHNOLOGIES	18077	Copier Maintenance & Supplies	35.56
PITNEY BOWES - RESERVE ACC	5596888-MR15	Postage Meter Rental	41.24
SUN VALLEY NATURAL SPRING	28021	Water Cooler & Bottles for Meeting Room	19.22
UNIFIED OFFICE SERVICES	199647	Office Supplies	118.95

01-4150-4200 PROFESSIONAL SERVICES

BINNIE, MELISSA MOLLET	2014-11	Meeting Recording	251.75
CASELLE, INC.	63790	CONTRACT SUPPORT	522.00
CINTAS DOCUMENT MANAGEM	8402098030	Shredding Fees	62.54
SHELLIE RUBEL	001	March 16 2015 Council Meeting	105.00

01-4150-4400 ADVERTISING & LEGAL PUBLICATIO

EXPRESS PUBLISHING, INC.	2196-02/15	Account 2196	241.80
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01-4150-4900 PERSONNEL TRAINING/TRAVEL/MTG

ASSOCIATION OF IDAHO CITIES	200000243	Mountain West Institute - Sandy Cady	250.00
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Vendor Name	Invoice Number	Description	Net Invoice Amount
01-4150-4902 TRAINNG/TRVL/MTG-CITY ADM/ASST ENOURATO, LISA	031115	III-A Meeting	114.80
01-4150-5100 TELEPHONE & COMMUNICATIONS			
CENTURY LINK	1331361439	ACCT. 74754376	198.27
CENTURY LINK	2087260034189	ACCT. L-208-726-0034 189M	908.71
CENTURY LINK	2087263841862	ACCT. 208-726-3841 862b	1,153.33
CENTURY LINK	2087265574240	ACCT. 208-726-5574 240b	46.12
CENTURY LINK	2087275060239	ACCT. 208-727-5060 239B	14.69
CENTURY LINK	2087880257262	ACCT. L-208-788-0257 262M	390.70
VERIZON WIRELESS, BELLEVUE	9742232200	ACCT. 365459737-00001	163.36
01-4150-5150 COMMUNICATIONS			
EXPRESS PUBLISHING, INC.	2196-02/15	Account 2196	970.71
HAWLEY GRAPHICS	8696	Permit Forms	390.00
HAWLEY GRAPHICS	8702	Brochure Printing	399.11
HAWLEY GRAPHICS	8709	Woman of the Year Ad	212.50
LIBBY MAYNARD DESIGN	1420	Graphic Design Services	1,028.84
01-4150-5200 UTILITIES			
CENTURY LINK	1331424496	ACCT. 86467178	6,904.64
IDAHO POWER	2203990334-03	ACCT. 2203990334	113.08
INTERMOUNTAIN GAS	102495000014-	Meter #441150	319.24
01-4150-5900 REPAIR & MAINTENANCE-BUILDINGS			
ATKINSONS' MARKET	1856-02/15	ACCT. 1856	24.65
KEARNEY PAINTING, JOHN	030415	Painting Upstairs City Hall	2,560.00
KEARNEY PAINTING, JOHN	031815	Painting Upstairs City Hall	980.00
Total ADMINISTRATIVE SERVICES:			18,636.33
LEGAL			
01-4160-4200 PROFESSIONAL SERVICES			
MOORE SMITH BUXTON & TUR	52166	1536-03 - General	10,385.93
MOORE SMITH BUXTON & TUR	52169	1536-27 - General P&Z	660.58
MOORE SMITH BUXTON & TUR	52170	1536-49 - Fire	37.50
MOORE SMITH BUXTON & TUR	52171	1536-50 - Parks & Recreation	175.50
MOORE SMITH BUXTON & TUR	52172	1536-53 MSSV Lawsuit	1,842.77
Total LEGAL:			13,102.28
PLANNING & BUILDING			
01-4170-3100 OFFICE SUPPLIES & POSTAGE			
COPY & PRINT, L.L.C.	64002	Office Supplies	30.68
INTEGRATED TECHNOLOGIES	18076	Copier Maintenance & Supplies	31.77
INTEGRATED TECHNOLOGIES	18077	Copier Maintenance & Supplies	71.11
PITNEY BOWES - RESERVE ACC	5596888-MR15	Postage Meter Rental	41.24
UNIFIED OFFICE SERVICES	198717	Office Supplies	280.00
01-4170-4200 PROFESSIONAL SERVICES			
BINNIE, MELISSA MOLLET	12/31/14	P&Z Meeting Recording	299.25
SHELLIE RUBEL	001	March 23 2015 P&Z Meeting	160.00
01-4170-4210 PROFESSIONAL SERVICES - IDBS			
DIVISION OF BUILDING SAFETY	032015	February Plan Check Fees	2,632.00
DIVISION OF BUILDING SAFETY	032015	January Building Permit Fees	340.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
DIVISION OF BUILDING SAFETY	032015	January Plan Check Fees	142.00
DIVISION OF BUILDING SAFETY	032015	February Building Permit Fees	6,258.00
01-4170-4900 PERSONNEL TRAINING/TRAVEL/MTG			
AUSTIN, MICAH	032615	National APA Conference Expenses	244.00
MARTIN, RACHEL	03/11/15	Travel Expenses	256.49
01-4170-4970 TRAINING/TRAVEL/MTG-P&Z COMM			
ATKINSONS' MARKET	1856-02/15	ACCT. 1856	14.98
Total PLANNING & BUILDING:			10,801.52
CONTINGENCY			
01-4193-9930 GENERAL FUND OP. CONTINGENCY			
CLEAR DIRECTION	03-15-226	Consulting for Leadership & Team Development	10,750.00
VIASAT	90031955	Satelite	2,995.00
Total CONTINGENCY:			13,745.00
POLICE			
01-4210-3200 OPERATING SUPPLIES			
PITNEY BOWES - RESERVE ACC	5596888-MR15	Postage Meter Rental	41.24
01-4210-4200 PROFESSIONAL SERVICES			
IDAHO STATE POLICE	032515	Fingerprint Processing	119.25
Total POLICE:			160.49
Total GENERAL FUND:			206,197.89
STREET MAINTENANCE FUND			
STREET			
04-4310-3200 OPERATING SUPPLIES			
A.C. HOUSTON LUMBER CO.	14-459746	Supplies	37.56
BUSINESS AS USUAL	124404	Office Supplies	10.70
D AND B SUPPLY	11044-03/10/15	ACCT. 11044	109.96-
PITNEY BOWES - RESERVE ACC	5596888-MR15	Postage Meter Rental	41.24
PLATT	G253770	Supplies	94.50
PLATT	G273078	Supplies	71.25
TREASURE VALLEY COFFEE IN	2160:03999857	COFFEE	15.00
UNIFIED OFFICE SERVICES	198935	Office Supplies	22.01
04-4310-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	791848	ACCT. 37269	1,055.30
04-4310-4200 PROFESSIONAL SERVICES			
WESTERN STATES EQUIPMENT	MR000510914	Rental Equipment	2,224.00
04-4310-4900 PERSONNEL TRAINING/TRAVEL/MTG			
CHRISTIANSEN, BRIAN	03/12/15	Training Expenses	31.34
CHRISTIANSEN, BRIAN	031915	Training Expenses	14.95
LHTAC	T2-030415-2	T2 Center Classes	180.00
SHULER, REED	031215	Training Expenses	29.27
SHULER, REED	031915	Training Expenses	12.61

Vendor Name	Invoice Number	Description	Net Invoice Amount
04-4310-5100 TELEPHONE & COMMUNICATIONS			
CENTURY LINK	1331361439	ACCT. 74754376	4.21
VERIZON WIRELESS, BELLEVUE	9742232200	ACCT. 365459737-00001	88.56
04-4310-5200 UTILITIES			
IDAHO POWER	2204882910-03	ACCT. 2204882910	548.59
04-4310-6000 REPAIR & MAINT--AUTOMOTIVE EQU			
GO-FER-IT	46300	Shipping Services	21.00
LES SCHWAB	11700219622	Tires	56.25
NAPA AUTO PARTS	805874	Supplies	30.47
RIVER RUN AUTO PARTS	6538-83627	Supplies	184.65
RIVER RUN AUTO PARTS	6538-83661	Supplies	23.28
04-4310-6100 REPAIR & MAINT--MACHINERY & EQ			
FASTENAL COMPANY	IDJER54541	Supplies	2.57
FASTENAL COMPANY	IDJER54623	Parts & Supplies	48.04
LES SCHWAB	11700211036	Flat Repair	60.94
LES SCHWAB	11700214365	Tires	876.82
METROQUIP, INC.	26970	Parts	28.29
METROQUIP, INC.	26973	Supplies	162.78
NAPA AUTO PARTS	805779	Supplies	8.49
PIPECO, INC.	S2040144.001	Supplies	33.10
RIVER RUN AUTO PARTS	6538-83257	Supplies	9.81
RIVER RUN AUTO PARTS	6538-83430	Supplies	5.50
UTILITY TRAILER SALES OF BOI	AI63364	Parts & Supplies	1,818.86
WESTERN STATES EQUIPMENT	PC040227145	Parts & Supplies	43.16
04-4310-6910 OTHER PURCHASED SERVICES			
AMERIPRIDE LINEN	2400400805	ACCT. 241076800	77.90
AMERIPRIDE LINEN	2400402619	ACCT. 241076800	37.60
AMERIPRIDE LINEN	2400404878	ACCT. 241076800	77.90
NORCO	15388487	ACCT. 53271	234.36
NORCO	15460425	ACCT. 53271	211.28
04-4310-6920 SIGNS & SIGNALIZATION			
ECONO SIGNS LLC	10-920315	Signage	369.32
04-4310-6930 STREET LIGHTING			
IDAHO POWER	2200059315-03	ACCT. 2200059315	5.35
IDAHO POWER	2200506786-03	ACCT. 2200506786	24.53
IDAHO POWER	2201174667-03	ACCT. 2201174667	9.10
IDAHO POWER	2202627564-03	ACCT. 2202627564	30.40
IDAHO POWER	2204882910-03	ACCT. 2204882910	779.81
IDAHO POWER	2205963446-03	ACCT. 2205963446	126.19
PLATT	G005405	Supplies	439.60
04-4310-6950 MAINTENANCE & IMPROVEMENTS			
LAKESIDE INDUSTRIES	13001060MB	EZ St. Bags	500.00
Total STREET:			10,708.48
Total STREET MAINTENANCE FUND:			10,708.48
FIRE & RESCUE FUND			
FIRE & RESCUE			

Vendor Name	Invoice Number	Description	Net Invoice Amount
10-4230-2900 PERFORMANCE AWARDS			
SUN VALLEY, CITY OF	3132015	Helmets for firefighter of the year	122.80
10-4230-3200 OPERATING SUPPLIES			
ALSCO - AMERICAN LINEN DIVI	BOI1254371	Cleaning Services	12.50
C.W. NIELSEN MFG. CORPORATI	6525	Supplies	68.20
CHATEAU DRUG CENTER	1353227	Supplies	11.39
CHATEAU DRUG CENTER	1354943	Supplies	11.87
CHATEAU DRUG CENTER	1355986	Supplies	4.74
CHATEAU DRUG CENTER	1360384	Supplies	18.99
COPY & PRINT, L.L.C.	64002	Office Supplies	7.67
DETROIT INDUSTRIAL TOOL	519359	Parts & Supplies	296.08
GEM STATE PAPER & SUPPLY	923736-00	Supplies	198.02
INTEGRATED TECHNOLOGIES	18076	Copier Maintenance & Supplies	7.94
INTEGRATED TECHNOLOGIES	18077	Copier Maintenance & Supplies	17.78
PAUL CONWAY SHIELDS	361475	Shield Holders	17.37
PIPECO, INC.	S2040165.001	Supplies	27.74
PITNEY BOWES - RESERVE ACC	5596888-MR15	Postage Meter Rental	20.62
MUNICIPAL EMERGENCY SERIC	610051	Shirts	141.53
MUNICIPAL EMERGENCY SERIC	614045	Pants	64.36
10-4230-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	791846	ACCT. 37267	101.34
10-4230-4900 PERSONNEL TRAINING/TRAVEL/MTG			
A.C. HOUSTON LUMBER CO.	14-457424	Supplies	114.30
10-4230-5100 TELEPHONE & COMMUNICATIONS			
ELLE, MICHAEL	032715	Replacement Cell Phone	88.34
UNITED COMMUNICATIONS CO	805336	Supplies	253.81
VERIZON WIRELESS, BELLEVUE	9742265072	ACCT. 765494480-00001	87.76
10-4230-5900 REPAIR & MAINTENANCE-BUILDINGS			
CHATEAU DRUG CENTER	1351119	Supplies	5.69
RIVER RUN AUTO PARTS	6538-83057	Supplies	3.55
10-4230-6000 REPAIR & MAINT--AUTOMOTIVE EQU			
HUGHES FIRE EQUIPMENT, INC.	493122	Supplies	221.23
RIVER RUN AUTO PARTS	6538-83635	Supplies	10.50
RIVER RUN AUTO PARTS	6538-83651	Supplies	49.72
10-4230-6100 REPAIR & MAINT--MACHINERY & EQ			
INTERSTATE BATTERY CENTER	25105987	Batteries	66.75
RIVER RUN AUTO PARTS	6538-83310	Supplies	8.84
Total FIRE & RESCUE:			2,061.43
Total FIRE & RESCUE FUND:			2,061.43
AMBULANCE SERVICE FUND			
AMBULANCE SERVICE			
14-4260-2900 PERFORMANCE AWARDS			
SUN VALLEY, CITY OF	3132015	Helmets for firefighter of the year	122.79
14-4260-3200 OPERATING SUPPLIES			
ALSCO - AMERICAN LINEN DIVI	BOI1254371	Cleaning Services	12.50

Vendor Name	Invoice Number	Description	Net Invoice Amount
BOUNDTREE MEDICAL	81717359	Supplies	269.30
BOUNDTREE MEDICAL	81719890	Supplies	28.69
BOUNDTREE MEDICAL	81723954	Supplies	98.95
C.W. NIELSEN MFG. CORPORATI	6525	Supplies	68.20
CHATEAU DRUG CENTER	1348608	Supplies	18.95
CHATEAU DRUG CENTER	1353227	Supplies	11.38
CHATEAU DRUG CENTER	1354943	Supplies	11.87
CHATEAU DRUG CENTER	1355986	Supplies	4.75
CHATEAU DRUG CENTER	1360384	Supplies	18.98
COPY & PRINT, L.L.C.	64002	Office Supplies	7.67
GEM STATE PAPER & SUPPLY	923736-00	Supplies	198.02
INTEGRATED TECHNOLOGIES	18076	Copier Maintenance & Supplies	7.94
INTEGRATED TECHNOLOGIES	18077	Copier Maintenance & Supplies	17.78
NORCO	15400730	ACCT. 54794	56.32
NORCO	15437872	ACCT. 54794	46.41
NORCO	15460345	ACCT. 52355	28.62
NORCO	15461287	ACCT. 54794	223.04
PAUL CONWAY SHIELDS	361475	Sheild Holders	17.38
PITNEY BOWES - RESERVE ACC	5596888-MR15	Postage Meter Rental	20.62
PRAXAIR/WHITMORE	52139247	Supplies	43.11
ST. LUKES	IN04825	Medical & Pharmacy Supplies	635.69
MUNICIPAL EMERGENCY SERIC	610051	Shirts	141.52
MUNICIPAL EMERGENCY SERIC	614045	Pants	64.36
14-4260-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	791846	ACCT. 37267	176.57
14-4260-4900 PERSONNEL TRAINING/TRAVEL/MTG			
CANFIELD, MILES	031715	NREMT Recertification	20.00
CANFIELD, TORY	031915	NREMT Recertification	20.00
MARTIN, RACHEL	032615	CPR Recertification	44.95
MARTIN, SETH	031715	NREMT Recertification	20.00
RATHFON, JOHN	032715	NREMT Recertification	20.00
SAWTOOTH MOUNTAIN GUIDES	031715	Ski Mountaineering Course	850.00
14-4260-5100 TELEPHONE & COMMUNICATIONS			
ELLE, MICHAEL	032715	Replacement Cell Phone	88.34
UNITED COMMUNICATIONS CO	805336	Supplies	253.81
VERIZON WIRELESS, BELLEVUE	9742265072	ACCT. 765494480-00001	109.38
VIRTUAL IT, INC.	6303	Systems Engineer	27.50
14-4260-5900 REPAIR & MAINTENANCE-BUILDINGS			
CHATEAU DRUG CENTER	1351119	Supplies	5.68
RIVER RUN AUTO PARTS	6538-83057	Supplies	3.55
14-4260-6000 REPAIR & MAINT--AUTOMOTIVE EQU			
RIVER RUN AUTO PARTS	6538-83635	Supplies	10.50
AFTERSHOCK ELECTRIC	002	Electrical Services	137.50
14-4260-6100 REPAIR & MAINT--MACHINERY & EQ			
INTERSTATE BATTERY CENTER	25105987	Batteries	66.75
RIVER RUN AUTO PARTS	6538-83310	Supplies	8.84
Total AMBULANCE SERVICE:			4,038.21
Total AMBULANCE SERVICE FUND:			4,038.21

Vendor Name	Invoice Number	Description	Net Invoice Amount
PARKS AND RECREATION FUND			
PARKS AND RECREATION			
18-4510-3100 OFFICE SUPPLIES & POSTAGE			
CHATEAU DRUG CENTER	1355940	Supplies	3.32
PITNEY BOWES - RESERVE ACC	5596888-MR15	Postage Meter Rental	41.24
18-4510-3200 OPERATING SUPPLIES			
CHATEAU DRUG CENTER	1356211	Supplies	34.91
OFFICE VALUE	546817-001	Office & Cleaning Supplies	10.49
OFFICE VALUE	546817-002	Office Supplies	6.99
18-4510-3250 RECREATION SUPPLIES			
KEARNEY, JOHN	030915	No School Adventure Trip Expenses	127.71
18-4510-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	791847	ACCT. 37268	77.31
18-4510-4200 PROFESSIONAL SERVICES			
INTEGRATED TECHNOLOGIES	17651	Copier Maintenance & Supplies	24.77
18-4510-5100 TELEPHONE & COMMUNICATIONS			
CENTURY LINK	1331361439	ACCT. 74754376	9.03
CENTURY LINK	2087263841862	ACCT. 208-726-3841 862b	80.00
18-4510-5200 UTILITIES			
IDAHO POWER	2201272487-02	ACCT. 2201272487	181.68
IDAHO POWER	2201272487-03	ACCT. 2201272487	137.27
IDAHO POWER	2203027632-03	ACCT. 2203027632	6.14
IDAHO POWER	2203313446-03	ACCT. 2203313446	5.35
IDAHO POWER	2203538992-02	ACCT. 2203538992	32.43
IDAHO POWER	2203538992-03	ACCT. 2203538992	23.73
IDAHO POWER	2206452274-03	ACCT. 2206452274	364.64
Total PARKS AND RECREATION:			1,167.01
Total PARKS AND RECREATION FUND:			1,167.01
IN-LIEU HOUSING FUND			
IN-LIEU HOUSING EXPENDITURES			
52-4410-6020 BC-KETCHUM HOUSING AUTHORITY			
BLAINE COUNTY HOUSING	033115	2nd Half of Funding Commitment	35,000.00
Total IN-LIEU HOUSING EXPENDITURES:			35,000.00
Total IN-LIEU HOUSING FUND:			35,000.00
WATER FUND			
WATER EXPENDITURES			
63-4340-3100 OFFICE SUPPLIES & POSTAGE			
CHATEAU DRUG CENTER	1352282	Supplies	6.64
PITNEY BOWES - RESERVE ACC	5596888-MR15	Postage Meter Rental	41.24
UNIFIED OFFICE SERVICES	198935	Office Supplies	22.02
UNIFIED OFFICE SERVICES	199649	Office Supplies	22.78

Vendor Name	Invoice Number	Description	Net Invoice Amount
63-4340-3200 OPERATING SUPPLIES			
AMERIPRIDE LINEN	2400400793	ACCT. 241076900	75.98
AMERIPRIDE LINEN	341076901	ACCT. 241076901	21.40
CHATEAU DRUG CENTER	1361952	Supplies	23.71
GO-FER-IT	46300	Shipping Services	13.00
PIPECO, INC.	S2040890.001	Supplies	11.76
UNIFIED OFFICE SERVICES	199176	Office Supplies	16.67
63-4340-3400 MINOR EQUIPMENT			
RIVER RUN AUTO PARTS	6538-83279	Supplies	16.44
63-4340-3500 MOTOR FUELS & LUBRICANTS			
RIVER RUN AUTO PARTS	6538-83220	Supplies	12.87
UNITED OIL	791850	ACCT. 37271	318.00
63-4340-3600 COMPUTER SOFTWARE			
SENSUS TECHNOLOGIES, INC	FM15000688	Software	1,784.47
63-4340-4200 PROFESSIONAL SERVICES			
CASELLE, INC.	63790	CONTRACT SUPPORT	522.00
HAWLEY GRAPHICS	8714	Water Bond Flyer	233.75
MOORE SMITH BUXTON & TUR	52167	1536-23 - Water	1,088.33
MOORE SMITH BUXTON & TUR	52168	1536-24 Water Rights	690.00
WATER FUTURES	021015	Water & Energy Strategic Analysis and Plan	3,500.00
63-4340-4300 STATE & WA DISTRICT FEES			
DEPARTMENT OF WATER RESO	032615	Water bank rental fee	2,741.59
63-4340-4900 PERSONNEL TRAINING/TRAVEL/MTG			
COMFORT INN	24355429	Lodging for Dave Rambo	74.99
COMFORT INN	24355439	Lodging for Dave Rambo	74.99
ROBYN MATTISON	032015	Meeting Expenses	16.61
SANDERSON, ANGELA	031815	Travel Expenses	25.65
63-4340-5100 TELEPHONE & COMMUNICATIONS			
CENTURY LINK	1331361439	ACCT. 74754376	6.94
CENTURY LINK	2087255045103	ACCT. 208-725-5045 103B	48.08
COX COMMUNICATIONS	1240120518800	ACCT. 001 2401 205188001	70.10
VERIZON WIRELESS, BELLEVUE	9742137732	ACCT. 965494438-00001	22.23
63-4340-5200 UTILITIES			
DIG LINE	51354	Locates	33.45
63-4340-6000 REPAIR & MAINT-AUTO EQUIP			
RIVER RUN AUTO PARTS	6538-83248	Supplies	1.99
63-4340-6100 REPAIR & MAINT-MACH & EQUIP			
A.C. HOUSTON LUMBER CO.	14-452529	Supplies	39.41
CHATEAU DRUG CENTER	1353751	Supplies	20.88
GRAINGER, INC., W.W.	9640076189	Supplies	830.50
PLATT	G321957	Supplies	20.80-
Total WATER EXPENDITURES:			12,407.67
Total WATER FUND:			12,407.67

WATER CAPITAL IMPROVEMENT FUND

Vendor Name	Invoice Number	Description	Net Invoice Amount
WATER CIP EXPENDITURES			
64-4340-7650 WATER METERS			
FERGUSON ENTERPRISES, INC.	605985	Meter Supplies	3,206.12
FERGUSON ENTERPRISES, INC.	606456	Meter Supplies	1,190.64
64-4340-7653 WATER METER REPLACEMENT			
FERGUSON ENTERPRISES, INC.	605985	Meter Supplies	3,000.00
64-4340-7800 CONSTRUCTION			
LUNCEFORD EXCAVATION, INC.	5959	Excavation	1,994.60
Total WATER CIP EXPENDITURES:			9,391.36
Total WATER CAPITAL IMPROVEMENT FUND:			9,391.36
WASTEWATER FUND			
WASTEWATER EXPENDITURES			
65-4350-3100 OFFICE SUPPLIES & POSTAGE			
PITNEY BOWES - RESERVE ACC	5596888-MR15	Postage Meter Rental	41.24
UNIFIED OFFICE SERVICES	198935	Office Supplies	22.02
UNIFIED OFFICE SERVICES	199649	Office Supplies	22.78
65-4350-3200 OPERATING SUPPLIES			
AMERIPRIDE LINEN	2400397156	ACCT. 241021000	50.64
AMERIPRIDE LINEN	2400400791	ACCT. 241021000	158.34
AMERIPRIDE LINEN	341076901	ACCT. 241076901	21.41
CHATEAU DRUG CENTER	1361775	Supplies	20.00
FEDEX	293650790	Shipping	16.11
HACH	9270039	Supplies	391.93
McMASTER-CARR SUPPLY CO.	24127240	Supplies	89.56
McMASTER-CARR SUPPLY CO.	24364240	Supplies	77.60
MICROFLEX	1545730	Gloves	243.70
TREASURE VALLEY COFFEE IN	2160:03958508	COFFEE	130.75
UNIFIED OFFICE SERVICES	199176	Office Supplies	16.67
65-4350-3500 MOTOR FUELS & LUBRICANTS			
UNITED OIL	791849	ACCT. 37270	31.76
65-4350-3800 CHEMICALS			
CHEMTRADE CHEMICALS US LL	91474586	Chemicals	5,516.51
HACH	9273031	CHEMICALS	36.95
65-4350-4200 PROFESSIONAL SERVICES			
ANALYTICAL LABORATORIES, I	25266	Testing	784.00
CASELLE, INC.	63790	CONTRACT SUPPORT	522.00
ELEMENT MATERIALS TECHNO	118541	Lab Work	23.00
65-4350-4900 PERSONNEL TRAINING/TRAVEL/MTG			
IDAHO BUREAU OF OCCUPATIO	031015	License Renewals for Teri Pierce	60.00
SANDERSON, ANGELA	031815	Travel Expenses	25.65
65-4350-5100 TELEPHONE & COMMUNICATIONS			
CENTURY LINK	1331361439	ACCT. 74754376	11.12
COX COMMUNICATIONS	1240120518800	ACCT. 001 2401 205188001	70.11
VERIZON WIRELESS, BELLEVUE	9742137732	ACCT. 965494438-00001	100.73

Vendor Name	Invoice Number	Description	Net Invoice Amount
65-4350-5200 UTILITIES			
IDAHO POWER	2202158701-03	ACCT. 2202158701	9,648.72
65-4350-6100 REPAIR & MAINT-MACH & EQUIP			
A.C. HOUSTON LUMBER CO.	14-458179	Supplies	4.26
A.C. HOUSTON LUMBER CO.	14-458556	Supplies	4.19
A.C. HOUSTON LUMBER CO.	14-458915	Supplies	6.70
AQUA-AEROBIC SYSTEMS, INC.	1001902	Parts & Supplies	984.05
ATKINSONS' MARKET	1856-02/15	ACCT. 1856	126.99
CHATEAU DRUG CENTER	1356465	Supplies	3.40
DIAMOND D WELDING	814	Services	630.00
HACH	9272253	Sensor Cap Replacement kit	891.00
WOOD RIVER WELDING, INC.	159494	Services	3,535.32
65-4350-6900 COLLECTION SYSTEM SERVICES/CHA			
AMERIPRIDE LINEN	2400400791	ACCT. 241021000	27.94
CAR DOCTOR	7843	Vehicle Repairs	314.40
COX COMMUNICATIONS	1240120518800	ACCT. 001 2401 205188001	24.74
DIG LINE	51354	Locates	33.45
LUTZ RENTALS	45455	Propane	14.24
ROBYN MATTISON	032015	Meeting Expenses	16.60
UNITED OIL	791849	ACCT. 37270	121.38
VERIZON WIRELESS, BELLEVUE	9740446121	ACCT. 965494438-00001	22.23
VERIZON WIRELESS, BELLEVUE	9742137732	ACCT. 965494438-00001	42.36
Total WASTEWATER EXPENDITURES:			24,936.55
Total WASTEWATER FUND:			24,936.55
WASTEWATER CAPITAL IMPROVE FND			
WASTEWATER CIP EXPENDITURES			
67-4350-7600 MACHINERY AND EQUIPMENT			
McMASTER-CARR SUPPLY CO.	24364240	Supplies	134.03
Total WASTEWATER CIP EXPENDITURES:			134.03
Total WASTEWATER CAPITAL IMPROVE FND:			134.03
Grand Totals:			306,042.63

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

[Report].GL Account Number = "0110000000"- "9449008045", "9910000000"- "9911810000"



**City of Ketchum
Public Works**

DATE: 3/30/15

**Mayor Jonas and City Councilors
City of Ketchum
Ketchum, Idaho**

Mayor Jonas and City Councilors:

Recommendation to approve Paint Bid

Introduction/History

The following bid is part of our normal spring routine to get the best price for one of our summer maintenance projects. (Street Painting)

The paint contract consists of repainting our existing street paint, for example; crosswalks, handicap stalls, fog lines, center lines, parking lines, stop bars, turn arrows and Bike Path work.

The paint contractor starts painting when the temperatures and weather cooperate. They need dry weather and temperatures above freezing; they typically start around the end of April, beginning of May. The contractor completes as much as they can but sometimes get rained out or have to come back and paint over new chip seal, so it may take more than one trip for them to complete the work.

Current Report

We requested four but only received two bids this year for our street paint. Idaho Traffic was the low bidder again this year. We have used Idaho Traffic for many years now and have been happy with their work.

Paint Bids:	Idaho Traffic Safety INC.	\$42,727.33
	All Star Striping LLC	\$60,097.94
	Pavement Specialties of Idaho	NO BID SUBMITTED
	Pavement Markings Northwest INC.	NO BID SUBMITTED

Financial Requirement/Impact

Street painting is part of our maintenance and improvements line item and is already accounted for in our budget.

Recommendation

The Street staff respectfully recommends the City Council approve the Idaho Traffic Safety Bid of \$42,727.33.

Recommended Motion

I move that we accept the Idaho Traffic Safety Bid of \$42,727.33 for paint markings.

Sincerely,

Brian Christiansen

Street Superintendent



Idaho Traffic Safety Inc.
3400 East Sunnyside Road
Idaho Falls, ID. 83406
 Ph. (208) 522-4470
 Fax (208) 522-6521

Attn. Brian Christiansen

Job Name	City of Ketchum (Road and City Striping.) Fax 208.726.7836 March 26, 2015
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Item	Description	Quantities	Price/ unit	Extended
1.	Crosswalks, 24" Straight bars, approx 8' wide, approx 65' long.	158 ea	\$58.00	\$9,164.00
2.	Do Not Block 48" tall letters Paint	14 each	\$40.00	\$560.00
	Additional bike Path Work			\$0.00
3.	5 bar triangle Road Paint	19 each	\$25.00	\$475.00
4.	5 bar triangle Bike Path Paint	38 each	\$15.00	\$570.00
5.	Small bike Stencil for bike path Paint	30 each	\$20.00	\$600.00
6.	Large bike stencil for road Paint	19 each	\$20.00	\$380.00
7.	Large X-ing Paint	19 each	\$20.00	\$380.00
8.	8" fog line Paint	1200 lf	\$0.25	\$300.00
9.	Caution for bike lane Paint	38 each	\$20.00	\$760.00
10.	Small Speed limit for bike lane Stencil Provided Paint	20 each	\$15.00	\$300.00
	Items 1-10 need to be completed by May 20 th			\$13,489.00
11.	Red Curb Misc As directed Paint	0 lf	\$0.65 / lf	\$0.00
12.	Centerline The centerline striping price is per lf of paint applied not per linear foot of double yellow applied.	58,508 lf	\$0.095	\$5,558.26
13.	Edge line Striping 6" Paint	25,966 lf	\$0.14	\$3,635.24
14.	Fog Line Striping This is likely a duplicate of item 8	1200 ft	\$0.25	\$300.00
15.	Parking stripes Paint	27,300 lf	\$0.25	\$6,825.00
16.	Stop bars Paint	116 each	\$25.00	\$2,900.00
17.	Stop stencil 48" tall Paint	10 each	\$20.00	\$200.00
18.	Handicap symbols White on blue Paint	26 each	\$35.00	\$910.00
19.	Turn arrows Paint	8 each	\$20.00	\$160.00
20.	Combo Straight & Curve arrows Paint	11 each	\$20.00	\$220.00
21.	Share The Road Sharrows Paint	34 each	\$20.00	\$680.00
22.	Mobilization	1 ls	\$7,849.83	\$7,849.83
	Items 11 - 20 need to be completed by June 1 st		Total items 11 - 21	\$29,238.33
	Extension (If there is a discrepancy between the unit price and the extension the unit price is the correct price.)		Project Total	\$42,727.33

ALL STAR STRIPING LLC

P.O. BOX 3225
OGDEN, UTAH 84409
PH. 801-399-0099
F. 801-399-2299

Proposal & Contract

Date	Estimate #
3/23/2015	2013752

Customer Information

City of Ketchum
200 Tenth Street
Ketchum, Idaho
Attn: Brian Christiansen
208-726-7831

Project Information

2015 City Striping

Payment Terms

Net 30

Description	Qty	Rate	Total
Mobilization Charge	2	4,740.00	9,480.00
Crosswalk-24" Straight Bars. (Crosswalks, 8 Feet Wide and Approximate. 65 Feet Long)	159	135.00	21,465.00
DO NOT BLOCK, 48 Inch Letters for Crosswalk on Main Street (Stencil Provided)	14	70.00	980.00
5-Bar Triangle for Road	19	30.00	570.00
5-Bar Triangle for Bike Path	38	30.00	1,140.00
Small Bike Stencil for Bike Path	30	20.00	600.00
Large Bike Stencil for Road	19	25.00	475.00
Large XING Stencil for Road	19	48.00	912.00
8 Inch Fog Line	1,200	0.17	204.00
Caution for Bike Lane	38	25.00	950.00
Small Speed Limit Sign for Bike Lane	20	20.00	400.00
Green Bike Path on Spruce Symbols (Stencil Provided)	1,125	0.75	843.75
Red Curb Painting - billed per linear ft.	1	1.00	1.00
Center Line Striping, 4 Inch Double Yellow	58,508	0.17	9,946.36
Edge Line Striping, 4 Inch Single White	15,934	0.085	1,354.39
Fog Line Striping, 8 Inch Single White	10,032	0.17	1,705.44
Parking Stripe, 4 Inch Single Yellow	27,300	0.17	4,641.00
Stop Bar, 24 Inch X 12 Feet	116	25.00	2,900.00
Stop Stencil, 48 Inch High Letters	10	20.00	200.00
Blue and White Handicap Symbol	28	30.00	840.00
Turn Arrows	8	20.00	160.00
Straight/Turn Arrows	11	30.00	330.00
Total			\$60,097.94

Phone

Fax

E-mail

Web Site

801-399-0099	801-399-2299	jeff@allstarstriping.com	www.allstarstriping.com
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By signing this Proposal & Agreement Customer agrees to the terms and deems this a valid and binding contract. Upon job completion Customer agrees to pay All Star according to terms set forth in this document. Invoices left unpaid after due date shall accrue interest at the rate of 1 1/2 % per month (18% per annum) on the unpaid balance until paid in full. Customer agrees to pay all collection costs including but not limited to collection agency fees, reasonable attorney fees, court costs, filing fees and service fees.

Signature: _____

From: Brian Christiansen

Sent: Tuesday, March 17, 2015 12:11 PM

To: 'jeff@allstarstriping.com'; 'Rich Hardy'; 'klewis@pavementspecialities.com'; 'kbilliet@live.com'; 'jwaugh@pavementmarkingsnw.com'

Subject:

All,

The city of Ketchum is accepting bids for the paint striping work for city streets. Bids will be accepted until 1:00 p.m. local time on March 27th, 2015. You can reply by email or FAX.

Thank you for your time and consideration.

Sincerely,

Brian

BRIAN CHRISTIANSEN | CITY OF KETCHUM

Street Superintendent

P.O. Box 2315 | 200 Tenth Street | Ketchum, ID 83340

o: 208.726.7831 | f: 208.726.7843

bchristiansen@ketchumidaho.org | www.ketchumidaho.org



City of Ketchum

Public Works

Public Works Director/
City Engineer
Robyn Mattison, P.E.

Streets Division Superintendent
Brian Christiansen

Wastewater Division Supervisor
Dave Taylor

Water Division Supervisor
Dave Rambo

Administrative Clerk
Angela Sanderson

INVITATION TO BID

The City of Ketchum is accepting bids for the paint striping work on city streets. Bids will be accepted until 2:00 p.m. local time on April 3, 2015.

Mail bids to City of Ketchum, P.O. box 2315, Ketchum, ID 83340; or FAX to 726-7843.

WORK ON THE CROSSWALKS AND BIKE LANE TO BE COMPLETED BY MAY 20TH.

CROSS WALKS- 24-INCH STRAIGHT BARS. 159 EACH.

CROSSWALKS ARE 8 FEET WIDE AND APPROX. 65FEET LONG.
DO NOT BLOCK, 48 INCH LETTERS FOR CROSS WALKS ON MAIN STREET.
(STENCIL PROVIDED)- 14 EA

ADDITIONAL BIKE PATH WORK

5-BAR TRIANGAL FOR ROAD -	19EA
5-BAR TRIANGLE FOR BIKE PATH-	38EA
SMALL BIKE STENCIL FOR BIKE-	30EA
LARGE BIKE STENCIL FOR ROAD-	19EA
LARGE XING FOR ROAD-	19EA
8 INCH FOG LINE-	1200 FEET
CAUTION FOR BIKE LANE-	38EA
SMALL SPEED LIMIT SIGN FOR BIKE LANE-	20EA
GREEN BIKE PATH ON SPRUCE-	225 X 5 FEET
SYMBOLS (STENCILS PROVIDED)	

THE REMAINDER OF THE PAINT STRIPING SHALL BE COMPLETED BY JUNE 1ST.

RED CURB-

WHERE NEEDED

CENTER LINE STRIPING, 4-INCH DOUBLE YELLOW-

58,508 LINEAR FEET

EDGE LINE STRIPING, 4-INCH SINGLE WHITE -	15,934 LINEAR FEET
FOGLINE STRIPING, 8-INCH SINGLE WHITE -	10,032 LINEAR FEET
PARKING STRIPE, 4-INCH SINGLE YELLOW -	27,300 LINEAR FEET
STOP BARS, 24 INCH X 12 FEET -	116 EACH
STOP STENCILS, 48 INCH HIGH LETTERS -	10 EACH
HANDICAP STENCILS, WHITE ON BLUE-	28 EACH
TURN ARROWS (ONLY) -	8 EACH
STRAIGHT/TURN ARROWS ONLY) -	11 EACH

Sun Valley Road and the west side of the city core are scheduled for a surface treatment this year most likely after the initial painting is completed. Part of this bid will be to come back and paint after the streets are treated.

Quality control: Paint lines shall be straight and not vary more than one inch in ten feet. Contractor will be responsible for quality control. All paint striping shall comply with current MUTCD standards unless otherwise noted by the owner.

The above values are approximate and can change. Paint thickness shall be no less than 300 linear feet per gallon on a four-inch line. Glass beads shall be used on centerlines, fog lines and crosswalk striping. The City of Ketchum reserves the right to award the bid in whole or part in the best interest of the City.

Traffic control is the responsibility of the contractor.

Street Superintendent
Brian Christiansen



City of Ketchum

P.O. Box 2315 | 480 East Ave. N. | Ketchum, ID 83340

April 6, 2015

Mayor Jonas and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Jonas and City Councilors:

FY14-15 Six Month Budget Review

Introduction/History

Per Idaho Code 50-1003 the City Council of each city shall, prior to the commencement of each fiscal year, pass an Ordinance to be termed the Annual Appropriation Ordinance.

The City Council adopted Ordinance Number 1119, entitled the Annual Appropriation Ordinance for the Fiscal Year beginning October 1, 2014 and ending September 30, 2015, appropriating to the various budgetary funds, sums of money deemed necessary to defray all necessary expenses and liabilities within each fund for the ensuing fiscal year, authorizing a levy of sufficient tax upon the taxable property and specifying the objects and purposes for which said appropriation is made, and providing an effective date.

Current Report

The FY14-15 Budget Review will be provided in the form of a PowerPoint presentation to be delivered at the April 6, 2015 City Council meeting.

The Budget Review will consist of:

1. Budget objectives and status.
2. Types of Funds.
3. Summary of Revenue & Expenditures.
4. Six month comparison to Budget.

Financial Requirement/Impact

No Financial Requirement.

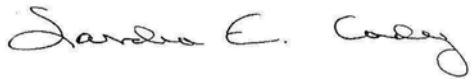
Recommendation

None at this time.

Recommended Motion

None at this time.

Sincerely,

A handwritten signature in cursive script that reads "Sandra E. Cady". The signature is written in dark ink and is positioned above the printed name.

Sandra E. Cady, CMC
City Treasurer/Clerk



City of Ketchum
Public Works

April 1, 2015

Mayor Jonas and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Jonas and City Councilors:

Mountain Rides Bikeshare Program Agreement

Introduction/History

Mountain Rides wishes to launch a bikeshare program in Ketchum. The program will be completely administered by Mountain Rides.

Current Report

Kaz Thea with Mountain Rides will present to the council a summary of the bikeshare program in Ketchum. A bikeshare information sheet prepared by Mountain Rides is attached. The program will consist of 20 bikes in Ketchum with three to four bikeshare stations. Currently Mountain Rides proposes one bikeshare station is located within city right of way. Remaining bikeshare stations are proposed on private property.

An encroachment and removal agreement will be executed between the city and Mountain Rides. The agreement will grant Mountain Rides permission to locate bikeshare stations within city right of way under specific conditions. A summary of key conditions is as follows:

- Priority of City Property. The project shall not be operated or maintained in such a manner so as to interfere, in any way with the city's implementation, operation and maintenance of the city property and any improvements located thereon.
- Maintenance. Mountain Rides will be responsible for all maintenance and repair of the bikes, bike racks, kiosks, and all other equipment associated with the project. Graffiti will be removed within 24 hours of notification. Kiosks will be cleaned at least once a week, upon notice from the city, and more frequently if required. Bikes parked outside of the designated Stations shall be removed from city streets within 24 hours of being parked in the unpermitted location.
- Indemnification. Mountain Rides shall agree to defend, indemnify and hold harmless the city, its officers, employees and agents, for any and all suits, claims or liabilities caused by, or arising out of any use authorized by this agreement.
- Insurance. Mountain Rides will obtain a comprehensive general liability insurance policy and Ketchum shall be listed as co-insured on the policy.
- Termination. The city can terminate the agreement at any time without reason.

See attached agreement for all terms and conditions of the agreement.

Financial Requirement/Impact

None anticipated. The agreement stipulates that in the event that Mountain Rides fails to maintain or relocated bicycles in a specific timeframe, Mountain Rides will be charged for city expenses.

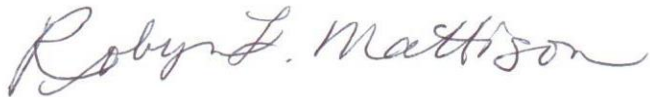
Recommendation

I respectfully recommend the City Council approve the encroachment and removal agreement with Mountain Rides and allow Mountain Rides to initiate the bikeshare program in Ketchum under the conditions outlined in the encroachment agreement.

Recommended Motion

"I move to approve the encroachment and removal agreement with Mountain Rides and allow Mountain Rides to initiate the bikeshare program in Ketchum under the conditions outlined in the encroachment agreement".

Sincerely,

A handwritten signature in dark ink, reading "Robyn L. Mattison". The signature is written in a cursive, flowing style.

Robyn L. Mattison, P.E., LEED AP
Public Works Director/City Engineer



*An exciting program launching in 2015 in Hailey and Ketchum
that will change the way you get around town!*

Bike More, Drive Less

What Is It?

MR BikeShare is administered by Mountain Rides initially as part of the City of Hailey Climate Challenge EPA Grant in 2012.

- 40 cool and comfortable town cruiser smart-bikes w/handlebar baskets to use in the cities of Hailey and Ketchum.
- Become a MR BikeShare member - join today at mrbikeshare.org
- Affordable and flexible membership options to use a bike for errands, go to appointments, to lunch etc.
- Combines GPS technology, wireless communications, on-bike solar powered keypad and web or mobile software to find, reserve and release lock and return bike to any sturdy bike rack after use.

How Does It Work?

- Bikes can be located in real-time through the Mountain Rides website or a SoBi application for android and iphone.
- Bikes can be locked to any sturdy bike rack in town, and MR BikeShare HUBs are located around town to find bikes, reserve a bike, ride a bike and return a bike preferably to a marked HUB location when done.
- Start and end your trip anywhere in Hailey or Ketchum depending on where trip originated.
- Join and receive a member number then choose a pin number to reserve and unlock bikes with the on-bike keypad, a mobile device, or the social bicycles website (www.http://5b.socialbicycles.org).
- Preferred bike HUBs clearly marked in Hailey and Ketchum and on the website under map

MR BikeShare will incentivize the return of bikes to preferred bike rack HUB locations to provide consistency and predictability of where to find bikes.

When Can I Start Using MR BikeShare?

- MR BikeShare launches in April 2015 in both Hailey and Ketchum.
- Bikes will be available for the riding season April through November.

How Much Does It Cost?

- MR BikeShare is affordable and flexible membership passes available including monthly (\$30), seasonal (\$65), 4-day (\$12), or pay-as-you-go (\$5) options.
- 60 minutes free use per day included and incremental usage fees for longer trips that exceed included free time.
- Business passes available for discount with purchase of 5 or more passes/business and employee use of passes.

How Does It Benefit Me and The Community?

- MR BikeShare is healthy, convenient, affordable, uses zero emissions to get around town to help reduce traffic, lower pollution and avoid parking hassles plus you get the bonus of exercise and fresh air when using the bikes.

Interested?

Contact Mountain Rides today to sign up or to have someone come to your business to give you an overview:

Call Kaz at 208-788-7433 ext.104 or email kaz@mountainrides.org.



BIKESHARE STATIONS ENCROACHMENT AND REMOVAL AGREEMENT

BETWEEN MOUNTAIN RIDES AND CITY OF KETCHUM

THIS AGREEMENT (hereinafter the “Agreement”) is made and entered April 6, 2015, by and between The City of Ketchum an Idaho Municipal Corporation, (hereinafter referred to as “CITY”) and Mountain Rides Transportation Authority, a Public Joint Powers Authority Agency whose address is 800 1st Ave. N., PO Box 3091, Ketchum, ID 83340 (hereinafter referred to as “MOUNTAIN RIDES”).

RECITALS:

WHEREAS, MOUNTAIN RIDES intends to establish a bike share program, “Bikeshare,” within the City of Ketchum and pursuant thereto, entered into an agreement with the CITY on April 6, 2015, “Bikeshare Agreement” and

WHEREAS, the Bikeshare agreement provides in part for the City's licensure of certain portions of CITY property and right-of-way for the placement of kiosks, bike racks, bikeshare bikes, and Station HUB signs (18” X 12” vinyl signs covering metal plates) bolted to bike racks (hereinafter referred to the “Project”), and such licensure is required for implementation, operation and maintenance of MOUNTAIN RIDES Bikeshare program; and

WHEREAS, MOUNTAIN RIDES desires to place, operate, and maintain (1) Bikeshare Station (“Project”) located within the rights-of-way and/or property owned and maintained by the CITY (the CITY PROPERTY) in the approximate location as shown as **EXHIBIT A**, attached hereto and made a part hereof by reference; and

WHEREAS, the Project will continue to be subject to all applicable provisions of the Ketchum City Code and any other applicable government regulations, and this Agreement does not vest any particular manner of development of MOUNTAIN RIDES property.

NOW THEREFORE, for and in consideration of the mutual covenants herein contained, and other good and valuable consideration, the sufficiency of which is hereby acknowledged by the parties hereto agree as follows:

1. Recitals. The foregoing recitals are true and correct and incorporated into the substantive body of this Agreement.
2. Encroachment. The CITY hereby grants MOUNTAIN RIDES permission for the encroachment of the bike Stations into the CITY PROPERTY, in and around the area

described and shown in Exhibit A. Appearance of the Bike Stations shall be approved by the CITY prior to placement. Bike Stations shall not be permanently affixed to CITY property, and shall be removed at the end of the bicycle riding season. The CITY acknowledges that the Project shall be owned by MOUNTAIN RIDES. The encroachment term shall initially be for three (3) years from the date of this agreement. The encroachment term may be renewed for successive five (5) year terms upon mutual written agreement of both the CITY and MOUNTAIN RIDES. Notwithstanding the Effective Date of this Agreement, MOUNTAIN RIDES right to use CITY PROPERTY shall become effective after this agreement is signed. Notwithstanding the proposed location noted on **Exhibit A**, additional or different Project locations may be sited upon mutual written agreement of the parties, and such Project use at those locations will be subject to the terms of this Agreement.

3. Priority of City Property. The project shall not be operated or maintained in such a manner so as to interfere, in any way with the CITY's implementation, operation and maintenance of the CITY PROPERTY and any improvements located thereon.
4. Project. In consideration for the CITY's consent to implementation, operation and maintenance of the Project within the CITY PROPERTY, as described herein, MOUNTAIN RIDES agrees as its sole cost and expense, to implement, maintain, repair, and operate the Project consistent with all applicable laws, codes and regulations.
5. Maintenance. MOUNTAIN RIDES shall be responsible for all maintenance and repair of the bikes, bike racks, kiosks and all other equipment associated with the Project. Graffiti shall be removed within 24 hours of notification to MOUNTAIN RIDES. Kiosks shall be cleaned at least once a week, and upon notice from the CITY, more frequently if required. Bikes shall be well maintained and operable at all times. Bikes parked outside of the designated Stations shall be removed from city streets within 24 hours of being parked in the unpermitted location. If not removed, the CITY has the authority to remove the bicycle and MOUNTAIN RIDES shall be charged for city expenses associated with removal.
- ~~5.6.~~ Indemnification. MOUNTAIN RIDES shall agree to defend, indemnify, and hold harmless the CITY, its officers, employees, and agents, for any and all suits, claims or liabilities caused by, or arising out of any use authorized by this agreement.
- ~~6.7.~~ No Waiver/No Vesting. This agreement does not constitute a waiver of the CITY's regulatory authority and MOUNTAIN RIDES Property, including the Bikeshare Stations, as well as this Agreement and the Bikeshare program, remain subject to all applicable laws, rules, codes and regulations. This Agreement does not operate to vest any interest or right whatsoever.
- ~~7.8.~~ Insurance. MOUNTAIN RIDES agrees, at its own expense, to obtain and keep in force during its acts under this Agreement a comprehensive general liability insurance policy in the minimum amount of \$1,000,000 per occurrence. A proof of liability insurance

certificate shall be submitted to the CITY to be kept on file prior to placement of the Project, The insurance provider must be licensed to do business in the State of Idaho.

8.9. Representatives Bound Hereby. The Agreement shall be binding upon successors, heirs, executors, administrators, representatives, or assigns of MOUNTAIN RIDES, and upon all persons acquiring an interest there under.

9.10. Controlling Laws.

- a) This Agreement and the provisions contained herein shall be construed, controlled, and interpreted according to the laws of the State of Idaho, and all duly adopted ordinances, regulations, and policies of the CITY now in effect and those hereinafter and adopted.
- b) The location for settlement of any and all claims, controversies, disputes, arising out of or relating to any part of this Agreement, or any breach hereof, shall be in Blaine County, Idaho.
- c) The parties to this Agreement agree to comply with all applicable federal, state, and local laws, ordinances, rules and regulations pertaining to the utilization of the property under this Agreement.

9. Miscellaneous.

- a) This Agreement constitutes the entire Agreement between parties with respect to the specific matters contained herein and supersedes all previous discussions, understandings, and agreements. Any amendments to or waivers of the provisions herein shall be made by the parties in writing, No other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind either party hereto.
- b) If any sentence, phrase, paragraph, provision or portion of this Agreement is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed an independent provision and such holding shall not affect the validity of the remaining portions hereto.

10. Legal Counsel. The parties acknowledge that they have had ample opportunity seek and consult with independent legal counsel prior to execution the Agreement, and that the parties represent and warrant that they have sought such independent legal advice and counsel.

11. Negotiation. The parties to this Agreement acknowledge that all terms of this Agreement were negotiated at arm's length and that this Agreement and all documents executed in connection herewith were prepared and executed without undue influence exerted by any party or on any party. Further, this Agreement was drafted jointly by all parties, and no parties are entitled to the benefit of any rules of construction with respect to the

interpretation of any terms, conditions, or provisions of this Agreement in favor of or against any person or party who drafted this Agreement.

12. Termination of License and Removal of Encroachment. The CITY retains the right to terminate this Agreement at any time without reason in part or full by notifying MOUNTAIN RIDES in writing at the address listed in the initial paragraph of this Agreement. MOUNTAIN RIDES shall remove the designated Bikeshare Stations and any and all attendant improvements, from the CITY PROPERTY, and restore the CITY PROPERTY to the condition existing on the Effective Date of this Agreement, within thirty (30) days of the date of receipt of the written notice to MOUNTAIN RIDES. If MOUNTAIN RIDES fails to remove said Bikeshare Station and attendant encroachments and restoration of the CITY PROPERTY, within the above-described timeframe, the CITY may remove same and charge the cost of removal to MOUNTAIN RIDES. Should MOUNTAIN RIDES fail to pay the costs of CITY's removal of the Bikeshare Stations and attendant encroachments and restoration of the CITY PROPERTY, within thirty (30) days of CITY's request, MOUNTAIN RIDES shall be in default under the terms of the Agreement. The termination procedure outlined in this Agreement incorporates and is subject to the terms of the Bikeshare Agreement with respect to the removal and relocation of Bikeshare Stations and termination of the Bikeshare Agreement, subject to the survival of MOUNTAIN RIDES obligation to remove improvements as described herein.
13. License. This Agreement constitutes a License and does not rise to the level of a real property interest in the CITY PROPERTY. This Agreement may not be assigned to any party by MOUNTAIN RIDES without written permission of the CITY.
14. Effective Date. The effective date of this Agreement is the date of its execution by the last person to execute it. This Agreement may not be assigned to any party by MOUNTAIN RIDES without written permission of the CITY.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first written above.

CITY OF KETCHUM

By: _____
Nina Jonas, Ketchum Mayor

MOUNTAIN RIDES TRANSPORTATION
AUTHORITY

By: _____

Despo's Hub

4th & Washington Ave

X- Locate Here

Google earth

© 2015 Google



50 ft



City of Ketchum
City Hall

March 16, 2015

Mayor Jonas and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Jonas and City Councilors:

Recommendation To Modify Chapter 12.32, the Special Events Ordinance

Introduction/History

The current special events ordinance has been revised numerous times over the years. As a result, event standards and regulations are different depending on the location of the event leading to confusion, the standards are inconsistent and difficult to understand and administer for both applicants and staff.

Current Report

In an effort to improve the event permitting process and provide clear standards, staff is recommending repeal of Chapter 12.32 (Special Events) and adoption of a new Chapter 12.32. The proposed revisions simplify the event application process, provide a greater level of noticing, and treat all events the same no matter where they are located. Attached to this report is the proposed ordinance (Attachment A) and a strikeout and bold version identifying the changes (Attachment B).

The following summarizes the proposed changes:

- Defines and provides standards for small, medium and large events. The goal is to reduce the processing requirements for small events.
- Creates one set of processing and review standards for all events. The goal is to encourage events throughout the city and provide clear standards. The prior ordinance had a different process, fees and requirements for events within the festival area and outside the festival area.
- Provides standardized noticing requirements for small, medium and large events to ensure adequate notification of surrounding businesses and residents.
- Implements a consistent appeal process of event application decisions. Current ordinance has two different appeal paths depending on event location.
- Eliminates fee waivers.
- Eliminates the festival area as the priority place for events, allows events to occur throughout the city by establishing a consistent set of standards.

Should the Council approve the proposed ordinance, the standards will apply to events that occur after the effective date of the ordinance.

Financial Requirement/Impact

There is no financial impact with the adoption of this ordinance. The proposed ordinance will eliminate confusion and improve administration and implementation.

Recommendation

Staff recommends the City Council repeal Chapter 12.32 and adopt Ordinance 1131 establishing a new Chapter 12.32 Special Event Ordinance.

Recommended Motion

I move to approve the second reading of Ordinance 1131, repealing Chapter 12.32 of the Ketchum Municipal Code and replacing it with a new Chapter 12.32 Special Events.

Sincerely,

A handwritten signature in black ink, appearing to read "Suzanne Frick". The signature is fluid and cursive, with a prominent loop at the end.

Suzanne Frick
City Administrator

Attachment A

CITY OF KETCHUM, IDAHO, ORDINANCE NO. 1131

AN ORDINANCE OF THE CITY OF KETCHUM, BLAINE COUNTY, IDAHO, REPEALING CHAPTER 12.32 OF THE KETCHUM MUNICIPAL CODE AND REPLACING IT WITH A NEW CHAPTER 12.32

WHEREAS, Chapter 12.32 was adopted by the Ketchum City Council and amended over time,

WHEREAS, special events are recognized as an important element of a vibrant and successful community;

WHEREAS, the current standards and regulations in Chapter 12.32 are outdated and at times discourage events and therefore are in need of updating;

WHEREAS, it is the intent of the Ketchum City Council to provide clear standards and a simplified process to encourage special events;

WHEREAS, it is found appropriate to repeal Chapter 12.32 and adopt a new Chapter 12.32 that contains new standards and application procedures;

NOW THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Ketchum Idaho:

SECTION 1. AMENDING KETCHUM MUNICIPAL CODE. Ketchum Municipal Code is hereby amended by the repeal of 12.32 and addition of Chapter 12.32 Special Events Permits as follows,

SECTION 2. SPECIAL EVENT PERMITS

SECTION 3. 12.32.010: DEFINITIONS:

For the purpose of this chapter, the following terms shall have the meanings prescribed in this section:

APPLICANT: The person, or group of people, who is or are the organizer(s) and with whom the responsibility for conduct of the special event lies. The applicant signs the special event license application and all other documents relevant to the special event.

CITY: The city of Ketchum, Idaho.

CITY ATTORNEY: The duly appointed city attorney of the city of Ketchum, Idaho.

CITY COUNCIL: The duly elected city council of the city of Ketchum, Idaho.

ENGAGING IN OR CONDUCTING BUSINESS: The selling, soliciting, advertising or offering for sale of any service or item of personal property or real property or any interest in such property.

FEES: Charges assessed by the city for licensing, staffing, equipment use/rental, property use/rental, cleanup, and inspections involving the use of public property, public employees or public equipment assessed to a special event and established within the special event licensing process.

LARGE EVENT: Special events requiring a street closure of more than one day; or have an anticipated attendance over 400 people; or a weekly event that takes place more than four (4) consecutive weeks.

LICENSEE: The applicant becomes the "licensee" when the special event license has been approved and signed by the special event coordinator, and the fee, security, insurance and indemnity requirements have been fulfilled. As the license holder, the licensee becomes the sole proprietor of the special event and inherits the responsibilities connected with all licenses, fee assessments, copyrights, insurance and liabilities connected with the licensed special event.

MEDIUM EVENT: Special events that require a street closure of one day or less; or have an anticipated attendance between 100-400 people; or a weekly event that takes place up to, but not more than, four (4) consecutive weeks.

PERSON: Every natural person, firm, partnership, association, corporation or any other business entity.

PUBLIC EVENT: Any special event held on public property in which the general public is invited, with or without charge, and which creates significant public impact through: a) the attraction of large crowds; b) the necessity for street closures or use of other public property; c) the required use of city equipment and/or services; or d) the necessity for temporary business licensing.

PUBLIC HOLIDAY: Any state or national holiday or any locally declared day of celebration, including, but not limited to, Wagon Days and New Year's Eve, during which a special event may be held.

PUBLIC PROPERTY: Any sidewalk, street, alley, highway, public right of way, park, parking lot or other place owned in fee or leased by the city, or in, on or over which an easement exists in the name of or held by the city, or which exists for the benefit and use of the public.

SMALL EVENT: Special events that do not require a street closure, are a single occurrence, and have an anticipated attendance under one hundred (100) people.

SPECIAL EVENT: The temporary use of public property, including streets, parking lots, parks and waterways, for the purpose of conducting certain public events such as, but not limited to, art shows, music concerts, fundraising events, amusement attractions, circuses, carnivals, rodeos, craft fairs, sporting events, contests, dances, tournaments, walkathons, marathons, races, exhibitions or related activities. In addition, a "special event" is any public event which could reasonably be interpreted to cause significant public impact via disturbance, crowd, traffic/parking or disruption of the normal routine of the community or affected neighborhood.

STREET CLOSURE: The deliberate blockage of all, or a portion of, a public street, a right of way or a city owned parking facility to prohibit the flow of traffic or access of vehicles. Any non-construction

street closure, regardless of duration, requires a special event license.

VENUE: The location or locations upon which a special event is held, as well as the ingress and egress route.

WEEKLY EVENT: Any event that takes place once per week for two (2) or more consecutive weeks.

SECTION 4. 12.32.020: SPECIAL EVENT LICENSE REQUIRED:

Unless exempted by state or federal law, it is unlawful for any person to conduct a special event, with or without charge for admission, on public property without first applying for and being granted a special event license for the specific special event and its venue. All licenses issued pursuant to this chapter are nontransferable and expire at the completion of the given special event.

SECTION 5. 12.32.030: LIMITATION OF LICENSES:

1. The following limitations apply to all special events:

- a. A special event shall be limited to no more than four (4) consecutive days in duration.
- b. No more than eight (8) special event licenses shall be issued to any one applicant during a single calendar year.
- c. For events lasting four (4) days or more, only two (2) licenses shall be issued to one applicant per calendar year.
- d. Events that take place on consecutive weeks, or weekly events, are required to apply for one special event license. A weekly event shall be limited to one event per week, and limited to a total of twenty two (22) weeks out of the calendar year.

SECTION 6. 12.32.040: APPLICATION PROCEDURE:

An application for special event license shall be made in writing on forms provided by the city.

A. Filing Period: A complete application and filing fee shall be submitted to the city in accordance with the following time frames:

1. Small Event outside of Town Square. Within 10 days of the date of the proposed event date.
2. Medium Event or Small Event within Town Square. Within 30 days of the date of the proposed event date.
3. Large Event. Within 60 days of the proposed event date.

These filing deadlines may be modified by the City Administrator if a determination is made that the event will have minimal impacts.

B. Notice: All events shall be placed on the official city of Ketchum special events calendar upon receipt of the special event application. For small events within town square, medium and large events, written notice of the application shall be mailed, or emailed if requested, to those property owners and businesses adjoining the proposed venue of the special event within five (5) days of city receipt of the special event application. The notice shall state the date, time, venue and purpose of the special event, and that such adjoining property owners and businesses have seven (7) days in which to submit comments regarding the proposed special event to the city.

For all events, city staff may elect to provide additional noticing based on the size, location and scope of the event. Additional noticing may include, but is not limited to, newspaper advertisements and physical mailing to adjacent property owners or business owners.

C. Decision: The application materials and any comments received from the adjoining property owners will be reviewed by the city in light of the standards provided in section 12.32.050 of this chapter. The city shall provide in writing a decision on the application within five (5) days of the date a complete application was filed for small events and within twenty (20) days of the date a complete application was filed for medium and large events.

D. License Issuance: An applicant shall be issued a special event license for the given special event upon the approval of the city, and upon the fulfillment of the fee, security, insurance and indemnity requirements.

E. Fees: Except as provided in subsection E1 of this section, all fees due the city as a result of a special event must be paid in full no later than five (5) days prior to the first day of the special event.

1. Application Fee: An application fee shall be paid at the time the special event permit is filed with the city. The application fee shall be set by resolution of the city council.

2. Notice Fee: The applicant shall be responsible for a fee equal to the expense of giving notice as required by subsection B of this section.

3. City Equipment/Services Fee: If the applicant requests city equipment and/or services in conjunction with the special event or if city equipment and/or services are deemed necessary by the city to protect the public's health, safety and welfare during the special event, the applicant shall be responsible for a fee equal to the expense of such city equipment and/or services. The city shall provide the applicant with an estimate of equipment/service fees based on city salaries and equipment rental charges.

SECTION 7. 12.32.050: STANDARDS FOR ISSUANCE:

The city may issue a license as provided for under this chapter when, from consideration of the application, comments received from adjoining property owners and from such other information as may otherwise be deemed necessary, he or she finds that:

A. The conduct of the special event will not substantially interrupt the safe and orderly movement of traffic contiguous to its venue;

- B. The conduct of the special event will not require the diversion of so great a number of police officers of the city to properly police the venue and the contiguous area as to prevent normal police protection to the city;
- C. The special event will not require the diversion or impact paramedic services in the city.
- D. The conduct of the special event will not require the diversion of so great a number of ambulances as to prevent normal ambulance service to portions of the city other than that to be occupied by the proposed special event and the contiguous areas;
- E. The concentration of persons and vehicles at assembly points of the special event will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly areas;
- F. The conduct of the special event will not interfere with the movement of firefighting equipment en route to a fire;
- G. The conduct of the special event is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create an undue disturbance; and
- H. The special event is not for an unlawful purpose.

SECTION 8. 12.32.060: INSURANCE REQUIREMENTS:

Every applicant, at its sole cost and expense, shall obtain and maintain in full force and effect throughout the entire term of the licensed special event, public liability insurance in the amount of one million dollars (\$1,000,000.00) per person and one million dollars (\$1,000,000.00) per accident. In addition, every applicant, at its sole cost and expense, shall obtain and maintain public liability insurance for property damage in the amount of one million dollars (\$1,000,000.00). Certificates of such insurance shall be filed concurrently with the application for the special event. Such certificates shall be subject to the approval of the city attorney and shall contain an endorsement stating that the city of Ketchum is named as an additional insured and that such insurance will not be canceled or altered by the insurance company or applicant without ten (10) days' prior written notice of such intended alteration or cancellation to the city. Current certificates of such insurance shall be kept on file at all times during the term of the special event.

SECTION 9. 12.32.070 INDEMNITY:

The applicant shall indemnify, defend and hold harmless the city, its officers, agents and employees from any and all demands, claims or liability of any nature caused by or arising out of or connected with the licensed special event.

SECTION 7. 12.32.080 EXEMPTIONS:

When the city is the applicant for a special event, the city shall be exempt from the requirements of subsection 12.32.040 E and sections 12.32.60 and 12.32.070 of this chapter.

SECTION 8. 12.32.090: APPLICABLE LAW:

The special event license is subject to other applicable city, state, federal or other governmental licenses, tax regulations or laws.

SECTION 9. 12.32.100: APPEALS:

1. Appeal of a decision on medium and large event applications. An appeal from any decision on a special event application for medium and large events may be made to the Ketchum city administrator. All appeals shall be made only by an affected party. Upon reviewing the appeal, the Ketchum city administrator shall consider the record, the decision on the application, together with a presentation by the appellant, and the applicant. The city administrator may affirm, reverse or modify, in whole or in part, the decision on the application. The city shall transmit a copy of the city administrator's decision to the appellant, the applicant and any person who has requested a copy in writing.
2. Deferral To Council: The city administrator shall have the sole discretion to defer review and decision on an appeal to the Ketchum city council.
3. Time For Filing Appeals: Notice of appeal shall be filed before five o'clock (5:00) P.M. of the fifth calendar day after the decision on the application has been rendered. The failure to physically file a notice of appeal with the city within the time limits prescribed by this section shall cause automatic dismissal of such appeal.
4. Fee For Appeals: An appeal fee shall be set by Resolution of the City Council and shall be paid upon filing the appeal. In the event the fee is not paid as required, the appeal shall not be considered filed.
5. Notice Of Appeal: Form And Contents: The notice of appeal shall be in writing and in such form as shall be available from the city.

SECTION 10. 12.32.110: ENFORCEMENT AND PENALTIES:

- A. Any violation of the conditions of approval for an event, or the event not operating in the manner identified in the event application, may result in the event being cancelled or shut down. In addition, if the event is a reoccurring event, future application may be denied.
- B. Any person who shall violate any provision of this chapter shall be guilty of an infraction.
- C. Civil Enforcement: Appropriate actions and proceedings may be taken at law or in equity to prevent any violation of the provisions stated in this chapter to prevent any violation of these regulations, to recover damages, to restrain, correct or abate a violation and to prevent illegal occupancy of public property. These remedies shall be in addition to the penalties described in subsection A of this section.

SECTION 11. SAVINGS AND SEVERABILITY CLAUSE. It is hereby declared to be the legislative intent that the provisions and parts of this Ordinance shall be severable. If any

paragraph, part, section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid for any reason by a Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 12. REPEALER CLAUSE. All City of Ketchum ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 13. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication.

PASSED by the City Council and APPROVED by the Mayor of Ketchum this ____ day of March, 2015.

CITY OF KETCHUM, IDAHO

Nina Jonas, Mayor

ATTEST:

Sandra E. Cady

Attachment B

Chapter 12.32

SPECIAL EVENT PERMITS

12.32.010: DEFINITIONS:

For the purpose of this chapter, the following terms shall have the meanings prescribed in this section:

APPLICANT: The person, or group of people, who is or are the organizer(s) and with whom the responsibility for conduct of the special event lies. The applicant signs the special event license application and all other documents relevant to the special event.

CITY: The city of Ketchum, Idaho.

CITY ATTORNEY: The duly appointed city attorney of the city of Ketchum, Idaho.

CITY COUNCIL: The duly elected city council of the city of Ketchum, Idaho.

ENGAGING IN OR CONDUCTING BUSINESS: The selling, soliciting, advertising or offering for sale of any service or item of personal property or real property or any interest in such property.

FEES: Charges assessed by the city for licensing, staffing, equipment use/rental, property use/rental, cleanup, and inspections involving the use of public property, public employees or public equipment assessed to a special event and established within the special event licensing process.

~~**FESTIVAL AREA:** An area designated within the city of Ketchum for a higher frequency of special events, and, is subject to the rules and regulations set forth specifically in section 12.32.130, "Festival Area", of this chapter.~~

LARGE EVENT: Special events requiring a street closure of more than one day; or have an anticipated attendance over 400 people; or a weekly event that takes place more than four (4) consecutive weeks.

LICENSEE: The applicant becomes the "licensee" when the special event license has been approved and signed by the special event coordinator, and the fee, security, insurance and indemnity requirements have been fulfilled. As the license holder, the licensee becomes the sole proprietor of the special event and inherits the responsibilities connected with all licenses, fee assessments, copyrights, insurance and liabilities connected with the licensed special event.

MEDIUM EVENT: Special events that require a street closure of one day or less; or have an anticipated attendance between 100-400 people; or a weekly event that takes place up to, but not more than, four (4) consecutive weeks.

PERSON: Every natural person, firm, partnership, association, corporation or any other business

entity.

~~PLANNING AND ZONING COMMISSION: The duly appointed planning and zoning commission of the city of Ketchum, Idaho.~~

~~PLANNING DEPARTMENT: The planning department of the city of Ketchum, Idaho.~~

PUBLIC EVENT: Any special event held on public property in which the general public is invited, with or without charge, and which creates significant public impact through: a) the attraction of large crowds; b) the necessity for street closures or use of other public property; c) the required use of city equipment and/or services; or d) the necessity for temporary business licensing.

PUBLIC HOLIDAY: Any state or national holiday or any locally declared day of celebration, including, but not limited to, Wagon Days and New Year's Eve, during which a special event may be held.

PUBLIC PROPERTY: Any sidewalk, street, alley, highway, public right of way, park, parking lot or other place owned in fee or leased by the city, or in, on or over which an easement exists in the name of or held by the city, or which exists for the benefit and use of the public.

SMALL EVENT: Special events that do not require a street closure, are a single occurrence, and have an anticipated attendance under one hundred (100) people.

SPECIAL EVENT: The temporary use of public property, including streets, parking lots, parks and waterways, for the purpose of conducting certain public events such as, but not limited to, art shows, music concerts, fundraising events, amusement attractions, circuses, carnivals, rodeos, craft fairs, sporting events, contests, dances, tournaments, walkathons, marathons, races, exhibitions or related activities. In addition, a "special event" is any public event which could reasonably be interpreted to cause significant public impact via disturbance, crowd, traffic/parking or disruption of the normal routine of the community or affected neighborhood.

~~SPECIAL EVENTS COORDINATOR: The community and economic development director of the city of Ketchum, Idaho, or his or her designee.~~

STREET CLOSURE: The deliberate blockage of all, or a portion of, a public street, a right of way or a city owned parking facility to prohibit the flow of traffic or access of vehicles. Any non-construction street closure, regardless of duration, requires a special event license.

VENUE: The location or locations upon which a special event is held, as well as the ingress and egress route.

WEEKLY EVENT: Any event that takes place once per week for two (2) or more consecutive weeks. (Ord. 1046 § 1, 2008; Ord. 669 § 1, 1995)

12.32.020: SPECIAL EVENT LICENSE REQUIRED:

Unless exempted by state or federal law, it is unlawful for any person to conduct a special event, with or without charge for admission, on public property without first applying for and being granted a special event license for the specific special event and its venue. All licenses issued pursuant to this

chapter are nontransferable and expire at the completion of the given special event. ~~All special events located within the city of Ketchum designated "festival areas" are subject only to the specific rules and regulations outlined in sections 12.32.130 and 12.32.010, "Definitions", of this chapter. (Ord. 1046 § 1, 2008)~~

12.32.030: LIMITATION OF LICENSES:

1. The following limitations apply to all special events:

- a. A special event shall be limited to no more than four (4) consecutive days in duration.
- b. No more than eight (8) special event licenses shall be issued to any one applicant during a single calendar year.
- c. For events lasting four (4) days or more, only two (2) licenses shall be issued to one applicant per calendar year.
- d. Events that take place on consecutive weeks, or weekly events, are required to apply for one special event license. A weekly event shall be limited to one event per week, and limited to a total of twenty two (22) weeks out of the calendar year.

~~A special event shall be limited to no more than four (4) consecutive days in duration. No more than eight (8) special event licenses which involve engaging in or conducting business shall be issued to any one applicant during a single calendar year. (Ord. 669 § 3, 1995)~~

12.32.040: APPLICATION PROCEDURE:

An application for special event license shall be made **in writing on forms provided by the city.** ~~special events coordinator on forms provided by the community and economic development department.~~

A. Filing Period: **A complete application and filing fee shall be submitted to the city in accordance with the following time frames:**

1. **Small Event outside of Town Square. Within 10 days of the date of the proposed event date.**
2. **Medium Event or Small Event within Town Square. Within 30 days of the date of the proposed event date.**
3. **Large Event. Within 60 days of the proposed event date.**

These filing deadlines may be modified by the City Administrator if a determination is made that the event will have minimal impacts.

~~Application materials must be completed and submitted to the special events coordinator not less than thirty (30) days prior to the scheduled first day of the special event, unless the coordinator makes written findings, based upon the showing of a good cause by the applicant, that the application material may be submitted no later than eight (8) days prior to the scheduled first day of the special event. Incomplete applications will be returned to the applicant and noted accordingly.~~

B. Notice: All events shall be placed on the official city of Ketchum special events calendar upon receipt of the special event application. For medium and large events, ~~Written~~ notice of the application shall be mailed, ~~or emailed if requested~~, to those property owners and businesses adjoining the proposed venue of the special event within five (5) days of ~~city~~ receipt of the special event application. The notice shall state the date, time, venue and purpose of the special event, and that such adjoining property owners and businesses have seven (7) days in which to submit comments regarding the proposed special event to ~~the city. the special events coordinator.~~

For all events, city staff may elect to provide additional noticing based on the size, location and scope of the event. Additional noticing may include, but is not limited to, newspaper advertisements and physical mailing to adjacent property owners or business owners.

C. Decision: The application materials and any comments received from the adjoining property owners will be reviewed by the ~~city special events coordinator~~ in light of the standards provided in section 12.32.050 of this chapter. The ~~city shall provide in writing a decision on the application within five (5) days of the date a complete application was filed for small events and within twenty (20) days of the date a complete application was filed for medium and large events.~~ ~~special events coordinator will mail the applicant the special events coordinator's comments and decision (i.e., approval, approval with changes, or cause[s] for denial) within twenty (20) business days from date of complete application submission.~~

D. License Issuance: An applicant shall be issued a special event license for the given special event upon the approval ~~of the city and signature of the special events coordinator~~, and upon the fulfillment of the fee, security, insurance and indemnity requirements.

E. Fees: Except as provided in subsection E1 of this section, all fees due the city as a result of a special event must be paid in full no later than five (5) days prior to the first day of the special event.

1. Application Fee: ~~An application fee shall be paid at the time the special event permit is filed with the city. The application fee shall be set by resolution of the city council. There shall be paid at the time of filing the special event license application a fee of twenty five dollars (\$25.00) for processing of the application.~~

2. Notice Fee: The applicant shall be responsible for a fee equal to the expense of giving notice as required by subsection B of this section.

3. City Equipment/Services Fee: If the applicant requests city equipment and/or services in conjunction with the special event or if city equipment and/or services are deemed necessary by the ~~city special events coordinator~~ to protect the public's health, safety and welfare during the special event, the applicant shall be responsible for a fee equal to the expense of such city equipment and/or services. The ~~city special events coordinator~~ shall provide the applicant with an estimate of equipment/service fees based on city salaries and equipment rental charges.

4. Waiver Of Fees: ~~The special events coordinator may waive all or a portion of the fees disclosed in this subsection in the case of a nonprofit organization or other governmental agency applicant, when the special events coordinator determines it is in the city's interest to waive such fees. (Ord. 1046 § 1, 2008; Ord. 777 § 1, 1999; Ord. 669 § 4, 1995)~~

12.32.050: STANDARDS FOR ISSUANCE:

The ~~city may~~ ~~special events coordinator shall~~ issue a license as provided for under this chapter when, from consideration of the application, comments received from adjoining property owners and from such other information as may otherwise be deemed necessary, he or she finds that:

A. The conduct of the special event will not substantially interrupt the safe and orderly movement of traffic contiguous to its venue;

B. The conduct of the special event will not require the diversion of so great a number of police officers of the city to properly police the venue and the contiguous area as to prevent normal police protection to the city;

C. The special event will not require the diversion or impact paramedic services in the city.

~~D.-E.~~ The conduct of the special event will not require the diversion of so great a number of ambulances as to prevent normal ambulance service to portions of the city other than that to be occupied by the proposed special event and the contiguous areas;

~~E. D-~~ The concentration of persons and vehicles at assembly points of the special event will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly areas;

~~F. E-~~ The conduct of the special event will not interfere with the movement of firefighting equipment en route to a fire;

~~G. F-~~ The conduct of the special event is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create an undue disturbance; and

~~H. G-~~ The special event is not for an unlawful purpose. (Ord. 669 § 5, 1995)

~~12.32.060: POSTING OF SECURITY:~~

~~Prior to the issuance of a special event license, the applicant shall submit to the community and economic development department an amount not to exceed one thousand dollars (\$1,000.00) in the form of cash, certificate of deposit, letter of credit or comparable security instrument from a sound financial institution, as a guarantee against nonpayment of city sales tax, damages, cleanup or loss of public property. Such security may be waived by the special events coordinator upon demonstration by the applicant that adequate steps are provided for protection of public property, payment of city sales tax and venue cleanup. Any cash amount received by the city shall be placed in an interest bearing account, whereupon, conditioned upon faithful performance of the requirements of this chapter, the principal and interest shall be delivered to the licensee upon the termination of the special event and cleanup of the venue or the fulfillment of city sales tax obligations as a result of the special event, if applicable, whichever occurs later. (Ord. 1046 § 1, 2008)~~

12.32.060 ~~70~~: INSURANCE REQUIREMENTS:

Every applicant, at its sole cost and expense, shall obtain and maintain in full force and effect throughout the entire term of the licensed special event, public liability insurance in the amount of one million dollars (\$1,000,000.00) per person and one million dollars (\$1,000,000.00) per accident. In

addition, every applicant, at its sole cost and expense, shall obtain and maintain public liability insurance for property damage in the amount of one million dollars (\$1,000,000.00). Certificates of such insurance shall be filed concurrently with the application for the special event. Such certificates shall be subject to the approval of the city attorney and shall contain an endorsement stating that the city of Ketchum is named as an additional insured and that such insurance will not be canceled or altered by the insurance company or applicant without ten (10) days' prior written notice of such intended alteration or cancellation to the city. Current certificates of such insurance shall be kept on file at all times during the term of the special event. (Ord. 669 § 7, 1995)

12.32.070 ~~80~~: INDEMNITY:

The applicant shall indemnify, defend and hold harmless the city, its officers, agents and employees from any and all demands, claims or liability of any nature caused by or arising out of or connected with the licensed special event. (Ord. 669 § 8, 1995)

12.32.080 ~~90~~: EXEMPTIONS:

When the city is the applicant for a special event, the city shall be exempt from the requirements of subsection 12.32.040E and sections ~~12.32.060~~, ~~12.32.070~~ and 12.32.080 of this chapter. (Ord. 669 § 9, 1995)

12.32.090 ~~100~~: APPLICABLE LAW:

The special event license is subject to other applicable city, state, federal or other governmental licenses, tax regulations or laws. (Ord. 669 § 10, 1995)

12.32.100 ~~110~~: APPEALS:

1. Appeal of a decision on medium and large event applications. An appeal from any decision on a special event application for medium and large events may be made to the Ketchum city administrator. All appeals shall be made only by an affected party. Upon reviewing the appeal, the Ketchum city administrator shall consider the record, the decision on the application, together with a presentation by the appellant, and the applicant. The city administrator may affirm, reverse or modify, in whole or in part, the decision on the application. The city shall transmit a copy of the city administrator's decision to the appellant, the applicant and any person who has requested a copy in writing.

2. Deferral To Council: The city administrator shall have the sole discretion to defer review and decision on an appeal to the Ketchum city council.

3. Time For Filing Appeals: Notice of appeal shall be filed before five o'clock (5:00) P.M. of the fifth calendar day after the decision on the application has been rendered. The failure to physically file a notice of appeal with the city within the time limits prescribed by this section shall cause automatic dismissal of such appeal.

4. Fee For Appeals: An appeal fee shall be set by Resolution of the City Council and shall be paid upon filing the appeal. In the event the fee is not paid as required, the appeal shall not be considered filed.

5. Notice Of Appeal; Form And Contents: The notice of appeal shall be in writing and in such form as shall be available from the city.

~~A. Appeals From Special Events Coordinator: An appeal from any decision of the special events coordinator made in the administration or enforcement of this chapter may be made to the planning and zoning commission by filing a notice of appeal in writing with the planning department. Upon hearing the appeal, the planning and zoning commission shall consider the record, the decision of the special events coordinator and the notice of appeal, together with oral presentation by the appellant, the special events coordinator and the applicant. The planning and zoning commission may affirm, reverse or modify, in whole or in part, the decision of the special events coordinator. The planning department shall transmit a copy of the planning and zoning commission's decision to the appellant, the applicant and any person who has requested a copy in writing.~~

~~B. Appeals From Planning And Zoning Commission: An appeal from any decision of the planning and zoning commission made in the administration or enforcement of this chapter may be made to the city council by filing a notice of appeal in writing with the planning department. Upon hearing the appeal, the council shall consider matters which were previously considered by the planning and zoning commission as evidenced by the record, the decision of the planning and zoning commission and the notice of appeal, together with oral presentation by the appellant, the special events coordinator and the applicant. The city council may affirm, reverse or modify, in whole or in part, the decision of the planning and zoning commission. The planning department shall transmit a copy of the council's decision to the appellant, the applicant and any person who has requested a copy in writing.~~

~~C. Time For Filing Appeals: The written notice of appeal shall be filed before five o'clock (5:00) P.M. of the fifth calendar day after the decision of the special events coordinator, or planning and zoning commission, as applicable, has been rendered. The failure to physically file a notice of appeal with the planning department within the time limits prescribed by this section shall be jurisdictional and shall cause automatic dismissal of such appeal.~~

~~D. Fee For Appeals: A fee in the amount of seventy five dollars (\$75.00) shall be paid upon filing the appeal. In the event the fee is not paid as required, the appeal shall not be considered filed.~~

~~E. Notice Of Appeal; Form And Contents: The notice of appeal shall be in writing and in such form as shall be available from the planning department, which shall require to be set forth with specificity all bases for appeal, including the particulars regarding any claimed error or abuse of discretion. (Ord. 669 § 11, 1995)~~

12.32.110 ~~20~~: ENFORCEMENT AND PENALTIES:

~~A. Any violation of the conditions of approval for an event, or the event not operating in the manner identified in the event application, may result in the event being cancelled or shut down. In addition, if the event is a reoccurring event, future applications may be denied.~~

~~B. A. Misdemeanor: Any person who shall violate any provision of this chapter shall be guilty of an infraction. misdemeanor and, upon conviction, subject to a fine of not more than three hundred dollars (\$300.00) or imprisonment for a period not to exceed six (6) months, or both such fine and imprisonment. Each day a violation continues shall be considered a separate offense, punishable as described in this subsection.~~

C. B. Civil Enforcement: Appropriate actions and proceedings may be taken at law or in equity to prevent any violation of the provisions stated in this chapter to prevent any violation of these regulations, to recover damages, to restrain, correct or abate a violation and to prevent illegal occupancy of public property. These remedies shall be in addition to the penalties described in subsection A of this section. (Ord. 669 § 12, 1995)

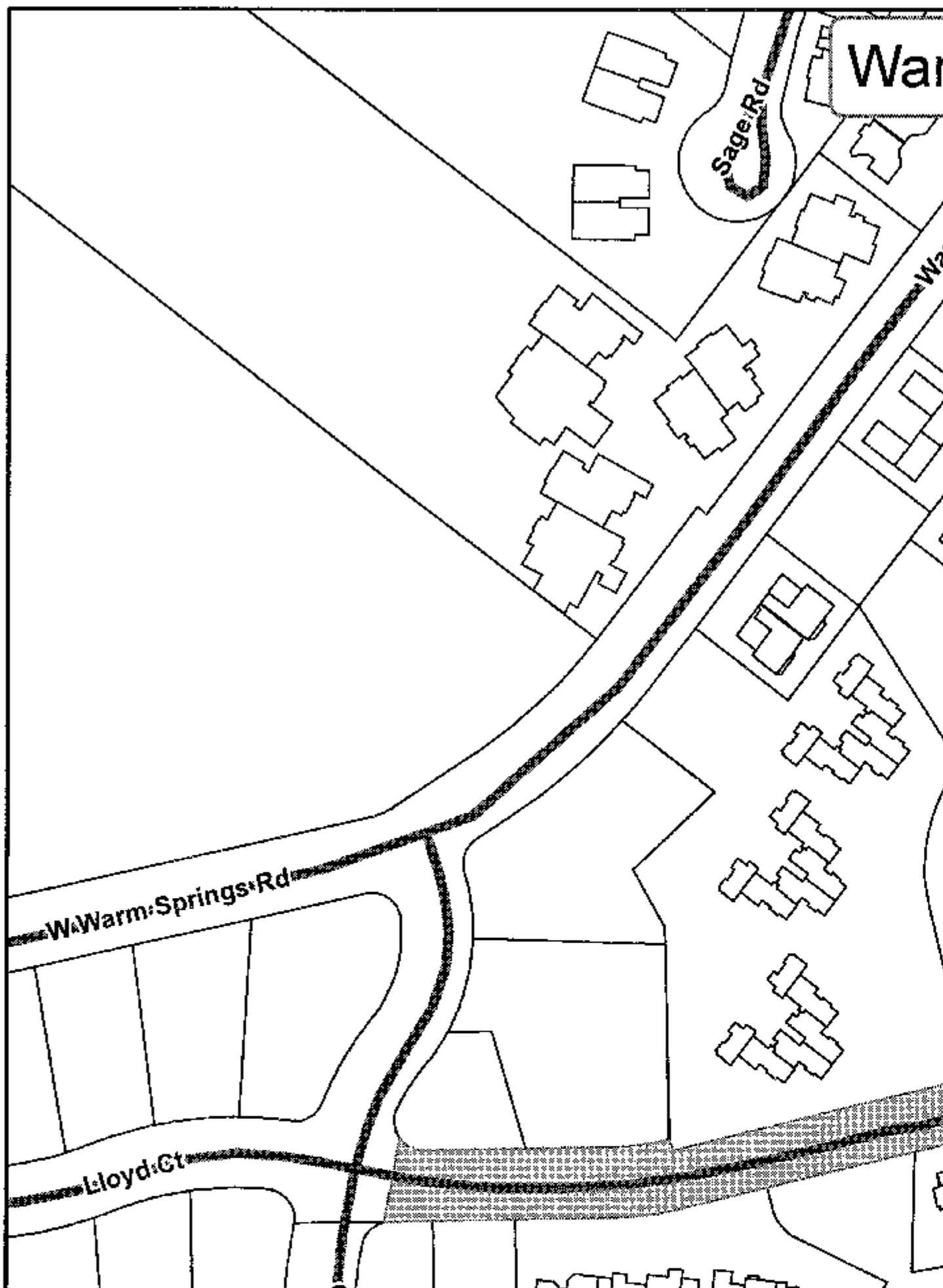
~~12.32.130: FESTIVAL AREA:~~

~~All special events located within the festival area of the city of Ketchum are subject only to the rules and regulations of this section, sections 12.32.010, "Definitions", and 12.32.020, "Special Event License Required", of this chapter. Any event not located entirely within a designated festival area shall be subject to the rules and regulations of sections 12.32.010 through 12.32.120 of this chapter and not subject to the rules and regulations of this section.~~

~~A. Purpose: The festival area provides a flexible and more public friendly special event process for areas of the city that experience a high frequency of special events. This section will require increased public notice for larger events and streamline the permitting process for smaller events.~~

~~B. Boundaries Of The Festival Area: The boundaries of the festival area reflect areas of the city that experience a high frequency of special events and areas that the city has determined to be appropriate for public events. The following are maps outlining the boundaries of the festival areas within the city~~

of ketchum





~~C. Event Categories: Special events in the festival area shall be evaluated based on the category in which they are designated. The following three (3) categories are the basis for which all special events in the festival area will be evaluated:~~

~~1. Category A: Special events that do not require a street closure and have an anticipated attendance under three hundred (300) people.~~

~~2. Category B: Special events that require a street closure of one day or less; or have an anticipated attendance of three hundred (300) or more people; or a weekly event that takes place up to, but not more than, four (4) consecutive weeks.~~

~~3. Category C: Special events requiring a street closure of more than one day; or a weekly event that takes place more than four (4) consecutive weeks.~~

~~D. Limitations Of Licenses:~~

~~1. The following limitations apply to all special events within the designated festival areas:~~

~~a. A special event in the festival area shall be limited to no more than ten (10) consecutive days in duration.~~

~~b. A formal city council approval is required for events lasting more than four (4) consecutive days. The city council shall use the evaluation standards listed under subsection F of this section in their review of such an event.~~

~~c. No more than ten (10) special event licenses shall be issued to any one applicant during a single calendar year.~~

~~d. For events lasting five (5) days or more, only two (2) licenses shall be issued to one applicant per calendar year.~~

~~e. Events that take place on consecutive weeks, or weekly events, are required to apply for one special event license. A weekly event shall be limited to one event per week, and limited to a total of twenty two (22) weeks out of the calendar year.~~

~~E. Application Procedure: An application for special event license shall be made in writing to the city staff on forms provided by the community and economic development department. Filing requirements are based on the category of the event.~~

~~1. Filing Period:~~

~~a. Category A: Application shall be filed a minimum of fourteen (14) days prior to the special event.~~

~~b. Category B: Application shall be filed forty five (45) days prior to the date of the special event.~~

~~c. Category C: Application shall be filed not less than sixty (60) days prior to the date of the special event.~~

~~d. In all circumstances incomplete applications will be returned to the applicant and noted accordingly.~~

~~2. Recurring Events:~~

~~a. "Recurring events within festival areas" shall be defined as events that have occurred during the previous two (2) years, during the same time period and at the same venue. In the case that a new special event application conflicts with the venue and time of a recurring event, the recurring event shall be given preference for use of that venue.~~

~~3. Notice: All noticing requirements will be based on the category of the event. Each category outlines the noticing procedure for that type of event.~~

~~a. Categories A and B: Event shall be placed on the official city of Ketchum special events calendar upon receipt of the special event application. Written notice of receipt of the application shall be e-mailed to those individuals that have voluntarily joined the city of Ketchum special event e-mail list. The notice shall state the proposed date, time and venue for the event. No further noticing is required.~~

~~b. Category C:~~

~~(1) Event shall be placed on the official city of Ketchum special events calendar upon receipt of special event application.~~

~~(2) Written notice of receipt of the application shall be e-mailed to those individuals who have voluntarily joined the city of Ketchum special event e-mail list. The notice shall state the approximate dates and proposed street closures for the event, and that notice recipients have fourteen (14) days in which to submit comments regarding the proposed special event to city staff.~~

~~(3) Additional written notice shall be e-mailed to those individuals that have voluntarily joined the city of Ketchum special event e-mail list ten (10) days prior to the special event. The notice shall state the specific dates, times and proposed street closures of the event.~~

~~c. The official city of Ketchum e-mail list shall be maintained and updated by city staff and shall be used only for the purposes of distributing information regarding city of Ketchum special events. This e-mail list shall be open to any and all groups or individuals interested.~~

~~d. The official city of Ketchum special events calendar shall be posted on the city of Ketchum website as well as each designated festival area location, to be posted in a visible spot for inspection by the public. The calendar shall be updated concurrently with the receipt and/or approval of special event applications. Events shall be labeled as either pending or approved/denied.~~

~~e. Changes to an approved special event may be made up to and during the event. Said changes shall include, and be limited to, the time, festivities and facilities so long as said change does not have the potential to cause significant negative impacts upon neighboring properties or businesses.~~

~~f. For all events, city staff may elect to provide additional noticing based on the size, location and scope of the event. Additional noticing may include, but is not limited to, newspaper advertisements and physical mailing to adjacent property owners or business owners.~~

~~4. Decision:~~

~~a. Category A: The application materials shall be reviewed by city staff in light of the standards provided in subsection F of this section. A decision (i.e., approval, approval with changes, or cause[s] for denial) shall be rendered a minimum of twelve (12) days after complete application submittal.~~

~~b. Category B: The application materials shall be reviewed by city staff in light of the standards provided in subsection F of this section. A decision (i.e., approval, approval with changes, or cause[s] for denial) shall be rendered a minimum of twenty eight (28) days (4 weeks) after complete application submittal.~~

~~c. Category C: The application materials shall be reviewed by city staff in light of the standards provided in subsection F of this section. A decision (i.e., approval, approval with changes, or cause[s] for denial) shall be rendered a minimum of thirty five (35) days (5 weeks) after complete application submittal.~~

~~d. For category A, B and C events, staff comments shall be forwarded to the applicant in a timely manner.~~

~~5. License Issuance: An applicant shall be issued a special event license for the given special event upon the approval and signature of city staff, and upon the fulfillment of the fee, security, insurance and indemnity requirements.~~

~~6. Fees: Except as provided in subsection E6d of this section, all fees due the city as a result of a special event must be paid in full no later than five (5) days prior to the first day of the special event.~~

~~a. Application Fee: All application fees for events within the designated festival areas shall be approved and adopted by resolution.~~

~~b. Notice Fee: The applicant shall be responsible for a fee equal to the expense of giving notice as required by subsection E3 of this section.~~

~~c. City Equipment/Services Fee: If the applicant requests city equipment and/or services in conjunction with the special event or if city equipment and/or services is deemed necessary by the special events coordinator to protect the public's health, safety and welfare during the special event, the applicant shall be responsible for a fee equal to the expense of such city equipment and/or services. City staff shall provide the applicant with an estimate of equipment/service fees based on city salaries and equipment rental charges.~~

~~d. Waiver Of Fees: City staff may waive all or a portion of the fees disclosed in subsection E6a of this section in the case of a nonprofit organization or other governmental agency applicant, when city staff determines it is in the city's interest to waive such fees.~~

~~F. Standards For Issuance: The special events coordinator shall issue a license as provided for under this section when, from consideration of the application, comments received from adjoining property owners and from such other information as may otherwise be deemed necessary, he or she finds that:~~

- ~~1. The conduct of the special event will not substantially interrupt the safe and orderly movement of traffic contiguous to its venue;~~
- ~~2. The conduct of the special event will not require the diversion of so great a number of police officers of the city to properly police the venue and the contiguous area as to prevent normal police protection to the city;~~
- ~~3. The conduct of the special event will not require the diversion of so great a number of ambulances as to prevent normal ambulance service to portions of the city other than that to be occupied by the proposed special event and the contiguous areas;~~
- ~~4. The concentration of persons and vehicles at assembly points of the special event will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly areas;~~
- ~~5. The conduct of the special event will not interfere with the movement of firefighting equipment en route to a fire;~~
- ~~6. The conduct of the special event is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create a disturbance; and~~
- ~~7. The special event is not for an unlawful purpose.~~

~~G. Posting Of Security: Refer to section 12.32.060 of this chapter for all "posting of security" requirements.~~

~~H. Insurance Requirements: Refer to section 12.32.070 of this chapter for all insurance requirements.~~

~~I. Indemnity: Refer to section 12.32.080 of this chapter for all indemnity requirements.~~

~~J. Exemptions: When the city is the applicant for a special event within a festival area, the city shall be exempt from all fee requirements and posting of security requirements as outlined in this section.~~

~~K. Applicable Law: Refer to section 12.32.100 of this chapter regarding applicable law.~~

~~L. Appeals:~~

~~1. Appeals From Special Event Coordinator: An appeal from any decision of the special events coordinator made in the administration or enforcement of this section may be made to the Ketchum city administrator. All appeals shall be made only by an affected party. Upon reviewing the appeal, the Ketchum city administrator shall consider the record, the decision of the special events coordinator and the notice of appeal together with presentation by the appellant, the special events coordinator and the applicant. The city administrator may affirm, reverse or modify, in whole or in part, the decision of the special events coordinator. The community and economic development department shall transmit a copy of the city administrator's decision to the appellant, the applicant and any person who has requested a copy in writing.~~

~~2. Deferral To Council: The city administrator shall have the sole discretion to defer review and decision on an appeal to the Ketchum city council.~~

~~3. Time For Filing Appeals: Notice of appeal shall be filed before five o'clock (5:00) P.M. of the fifth calendar day after the decision of the special events coordinator has been rendered. The failure to physically file a notice of appeal with the community and economic development department within the time limits prescribed by this section shall be jurisdictional and shall cause automatic dismissal of such appeal.~~

~~4. Fee For Appeals: A fee in the amount of seventy five dollars (\$75.00) shall be paid upon filing the appeal. In the event the fee is not paid as required, the appeal shall not be considered filed.~~

~~5. Notice Of Appeal; Form And Contents: The notice of appeal shall be in writing and in such form as shall be available from the community and economic development department, which shall require to be set forth with specificity all basis for appeal, including the particulars regarding any claimed error or abuse of discretion.~~

~~M. Penalties: Refer to section 12.32.120 of this chapter regarding penalties.~~

~~N. Waivers: Waivers to the requirements of subsections D, "Limitations Of Licenses", and E6, "Fees", of this section may be granted by the city council. Applicants shall apply for waivers in writing and state the reasons for said waiver request. Waivers shall be evaluated based on the standards of issuance listed in subsection F of this section. (Ord. 1046 § 1, 2008)~~



City of Ketchum
Public Works

April 1, 2015

Mayor Jonas and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Jonas and City Councilors:

Ordinance No. 1133 Repealing Ordinance No. 74

Introduction/History

Staff recently discovered Ordinance No. 74, dated October 5th, 1964, which authorized the city to vacate a portion of Fifth Street between Leadville Avenue and East Avenue.

Current Report

Staff determined through communications with the Blaine County recorder that the city did not execute the deeds to effectuate the vacation.

Since Fifth Street has been developed into a public street and is maintained as such, staff recommended that Ordinance No. 74 be repealed.

Ordinance No. 1133 repeals Ordinance No. 74.

Financial Requirement/Impact

None anticipated.

Recommendation

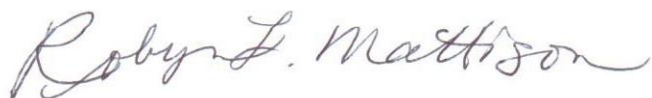
Staff respectfully recommends approval of Ordinance 1133 repealing Ordinance 74 and recommends waiving remaining readings.

Recommended Motions

1st Motion: "I move to waive the second and third readings of Ordinance No. 1133, and read by title only pursuant to Idaho Code 50-902."

2nd Motion: " I move adopt Ordinance Number 1133 repealing Ordinance Number 74 and providing an effective date."

Sincerely,

A handwritten signature in cursive script that reads "Robyn L. Mattison". The ink is dark and the signature is fluid.

Robyn L. Mattison, P.E., LEED AP
Public Works Director/City Engineer

ORDINANCE NO. 1133

AN ORDINANCE OF THE CITY OF KETCHUM, BLAINE COUNTY, IDAHO, REPEALING ORDINANCE NUMBER 74 AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on October 5, 1964, the City adopted Ordinance No. 74, which authorized the City to vacate a portion of Fifth Street between Blocks 25 and 26, and

WHEREAS, the City subsequently determined not to vacate such portion of Fifth Street and did not execute the deeds to effectuate the vacation, and

WHEREAS, the City then constructed and maintained such portion of Fifth Street as a valid City right of way, and such portion of Fifth Street will continue to be used as a right of way, and

WHEREAS, accordingly, such Ordinance Number 74 is not valid and should be repealed.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF KETCHUM:

Section 1: That Ordinance 74 be repealed in its entirety

Section 2. EFFECTIVE DATE. This Ordinance shall be in full force and effect after its passage, approval and publication according to law.

PASSED by the CITY COUNCIL and APPROVED by the MAYOR of Ketchum, Idaho on this ____ day of April, 2015.

APPROVED:

Nina Jonas, Mayor

ATTEST:

Sandra E. Cady, City Clerk