



**CITY COUNCIL AGENDA OF THE CITY OF KETCHUM, IDAHO**  
**Tuesday, January 20, 2015, beginning at 5:30 p.m.**  
**480 East Avenue, North, Ketchum, Idaho**

1. CALL TO ORDER.
2. CONSENT CALENDAR.
  - a. Approval of Minutes: September 3, 2014 and January 5, 2015.
  - b. Approval of Current Bills and Payroll Summary
3. COMMUNICATIONS FROM MAYOR AND COUNCILORS.
  - a. Communications from Mayor & Council
  - b. Appointments & Proclamations:
    - i. Proclamation honoring Mark Eshman for his service on the KURA Board.
    - ii. Proclamation honoring Trish Wilson for her service on the KURA Board.
4. COMMUNICATIONS FROM THE PUBLIC.
  - a. Communications from the public. *For items not on the agenda.*
5. PUBLIC HEARINGS.
  - a. Ordinance 1127 to amend the FY2014-15 Budget – Sandra Cady, City Treasurer/Clerk.
  - b. Resolution 15-006 setting the fee schedule for the City of Ketchum Fire Department – Mike Elle, Fire Chief.
  - c. Resolution 15-007 setting the fee schedule for the building permit fees – Micah Austin, Director of Planning and Building.
6. ORDINANCES AND RESOLUTIONS.
  - a. Ordinance 1128 amending the idling penalty – Dave Kassner, Police Chief.
7. COMMUNICATIONS FROM STAFF.
  - a. Discussion of parking enforcement – Dave Kassner, Police Chief.
  - b. Ketchum events report – Jen Smith, Director of Parks and Recreation.
  - c. Chip seal date recommendation – Brian Christiansen, Street Superintendent.
  - d. Vue Townhomes preliminary plat – Micah Austin, Director of Planning and Building.
  - e. Discussion of Council travel budget and CAST attendance – Suzanne Frick, City Administrator.
8. EXECUTIVE SESSION to discuss:
  - a. Personnel pursuant to Idaho Code §§67-2345 1(b).
9. 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](mailto:participate@ketchumidaho.org)

Visit [www.ketchumidaho.org](http://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 of Ketchum  
P.O. Box 2315 | 480 East Ave. N. | Ketchum, ID 83340

January 15, 2015

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

**January 20, 2015 City Council Agenda Report**

**The Regular Council meeting will begin at 5:30 p.m.**

**2. CONSENT CALENDAR.**

- a) Approval of Minutes: September 3, 2014 and January 5, 2015.

The September 3, 2014 and January 5, 2015 minutes have been provided in the packet for council review.

- b) Approval of Current Bills and Payroll Summary.

A list of bills for approval and the payroll summary have been included in the packet for Council review.

**3. COMMUNICATIONS FROM MAYOR AND COUNCILORS.**

- b) Appointments and Proclamations

b.i.) Proclamation honoring Mark Eshman for his service on the KURA Board.

b.ii.) Proclamation honoring Trish Wilson for her service on the KURA Board.

**5. PUBLIC HEARINGS.**

- a) Ordinance 1127 to amend the FY2014-15 Budget – Sandra Cady, City Treasurer/Clerk.

The City Council supported funding a short term trial for Mountain Rides late night bus service. Funding will be provided by dedicating \$10,000 of LOT contingency and \$5,000 from LOT fund balance. Ordinance 1127 amends the Annual Appropriations Ordinance for FY 2014-2015 appropriating additional monies in the sum of \$5,000. Sandra Cady, City Treasurer/Clerk, has provided a staff report and a copy of the Ordinance in the packet for council review.

RECOMMENDATION: Staff respectfully recommends that the City Council hold the public hearing and adopt Ordinance Number 1127 amending the FY14-15 Annual Appropriation Ordinance by appropriating addition monies.

**RECOMMENDED MOTION:**

**1<sup>st</sup> Motion:** *"I move to waive the three readings of Ordinance Number 1127, and read by title only, Pursuant to Idaho Code 50-902."*

**2<sup>nd</sup> Motion:** *"I move to adopt Ordinance Number 1127, an ordinance of the city of Ketchum, Idaho, amending Ordinance Number 1119, the annual appropriation ordinance for the fiscal year beginning October 1, 2014, and ending September 30, 2015: appropriating additional monies to be received by the City of Ketchum, Idaho, in the sum of \$5,000; and, providing an effective date."*

- b) Resolution 15-006 setting the fee schedule for the City of Ketchum Fire Department – Mike Elle, Fire Chief.

Currently the City of Ketchum Fire Department utilizes Resolution 11-007 for the assessment of fees. Several of these fees are below what the actual costs are per man hour for plan checks, inspections and system testing. Resolution 15-006 corrects some of those inadequate fees and adds two new fees specific to the 2012 International Fire Code. Mike Elle, Fire Chief, has provided a staff report and a copy of the resolution in the packet for Council review.

RECOMMENDATION: Staff respectfully recommends that the City Council adopt Resolution 15-006 thereby setting the fees for construction and operational permits as well as certain services provided by the Ketchum Fire Department.

**RECOMMENDED MOTION:** *"I move to approve Resolution 15-006 as the fee schedule for the City of Ketchum Fire Department"*

- c) Resolution Number 15-007 setting the fee schedule for the building permit fees – Micah Austin, Director of Planning and Building.

Building permit fees are generally reviewed and adjusted following adoption of new building codes. The 2012 International Code Council building and energy codes were adopted by the Council effective January 1, 2015. The fees currently in place have not been reviewed and adjusted since 2008. Resolution Number 15-007 updates the building permit fees. Rebecca Bundy, Senior Planner, has provided a staff report and a copy of the resolution in the packet for council review.

RECOMMENDATION: Staff respectfully recommends that the City Council approve proposed Resolution No. 15-007 for updated building permit fees.

**RECOMMENDED MOTION:** *"I move to approve Resolution No. 15-007, adopting updated building permit fees."*

6. ORDINANCES AND RESOLUTIONS.

- a) Ordinance 1128 amending the idling penalty – Dave Kassner, Police Chief.

Ordinance 1128 amends the idling penalty to a fixed penalty of \$10.00. Dave Kassner has provided a staff report and a copy of the ordinance in the packet for council review.

RECOMMENDATION: Staff respectfully recommends the Council conduct the first reading of Ordinance 1128 changing the idling fee to a fixed penalty and a person that violates this be issued a civil penalty of ten dollars (\$10.00).

**RECOMMENDED MOTION: *"I motion to approve the first reading of 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 or ordinances in conflict herewith; and providing an effective date hereof, and scheduling a second reading for February 2, 2015."***

7. COMMUNICATIONS FROM STAFF.

- a) Discussion of parking enforcement – Dave Kassner, Police Chief.

Dave Kassner will provide information regarding the city's current parking enforcement structure.

RECOMMENDATION: No recommendation, this is a discussion item only.

- b) Ketchum events report – Jen Smith, Director of Parks and Recreation.

Jen Smith will update the Council on upcoming events and the current management of those events. Jen has provided a detailed staff report and attachments for Council review.

RECOMMENDATION: This is an informational item only.

- c) Chip seal date recommendation – Brian Christiansen, Street Superintendent.

Brian Christiansen is proposing scheduling chip seal in the east side of the core for July 13 – July 16, 2015 as it would have the least amount of impact to surrounding business within the chip sealing window of July and August. Brian has provided a detailed staff report and a copy of the schedule for Council review.

RECOMMENDATION: Staff respectfully recommends chip seal dates of July 13 – July 16, 2015.

**RECOMMENDED MOTION: *"I move to approve the chip seal dates of July 13 – July 16, 2015 for the streets identified in the staff report."***

- d) Vue Townhomes preliminary plat – Micah Austin, Director of Planning and Building.

Thomas Monge and Elmar Graber are requesting a preliminary plat approval for a townhouse subdivision of lots 19A and 19B of the Parkwood Subdivision to subdivide both parent lots into two townhouse sublots to accommodate a four unit (detached) residential townhouse development. Morgan Brim, Senior Planner, has provided a detailed staff report for Council review.

RECOMMENDATION: Staff respectfully recommends approval of the Vue Townhomes townhouse subdivision preliminary plat, subject to conditions 1-8.

**RECOMMENDED MOTION: “I move to approve the Vue Townhomes preliminary plat for townhouse subdivision of Lot 19A and 19B, Parkwood Subdivision into sublots 1 -4, with conditions 1 – 8.”**

- c) Discussion of Council travel budget and CAST attendance – Suzanne Frick, City Administrator.

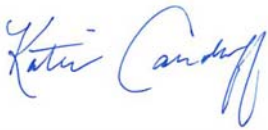
Suzanne Frick will provide information regarding funds available for Council travel and training and the projected costs associated with CAST meetings and other conferences and training opportunities. Suzanne has provided a detailed staff report in the packet for Council review.

RECOMMENDATION: Staff respectfully recommends the Council discuss CAST attendance and travel priorities.

8. EXECUTIVE SESSION to discuss.

- a) Personnel pursuant to Idaho Code §§67-2345 1(b).

Sincerely,



Katie Carnduff  
Administrative Clerk

**SPECIAL COUNCIL MEETING  
OF THE MAYOR AND CITY COUNCIL  
IN THE COUNCIL CHAMBERS - 81 ELKHORN ROAD CITY OF SUN VALLEY, IDAHO  
SEPTEMBER 3, 2014 AT 4:00 P.M.**

The Mayor and the City Council of Sun Valley, Blaine County, State of Idaho, met in a Special Council Meeting in the Sun Valley City Hall Council Chambers on September 3, 2014 at 4:00 p.m.

**CALL TO ORDER**

Mayor Dewayne Briscoe called the meeting to order at 4:00 p.m.

**ROLL CALL**

PRESENT (City of Sun Valley):	Council Member Michelle Griffith, Council Member Franz Suhadolnik, Council Member Peter Hendricks, Council President Keith Saks, and Mayor Dewayne Briscoe.
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ABSENT:	None
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PRESENT (City of Ketchum):	Council President Michael David, Councilor Anne Corrock, Councilor Baird Gourlay, Councilor Jim Slanetz, Mayor Nina Jonas.
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ABSENT:	None
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**PLEDGE OF ALLEGIANCE**

Pledge led by Ketchum Mayor Nina Jonas.

**SWEARING IN OF SUN VALLEY CITY CLERK**

**PUBLIC COMMENT**

Karen Reinheimer commented on fire at the Gun Club on August 12, 2014, and on the Sun Valley Comprehensive Plan regarding Trail Creek Fire Substations.

**QUESTIONS FROM THE PRESS**

No comments.

**1. DISCUSSION REGARDING CITY OF SUN VALLEY AND CITY OF KETCHUM FIRE DEPARTMENTS**

- A. Cooperation Agreements - Sun Valley Fire Chief Ray Franco/Assistant Fire Chief Charlie Butterfield  
- Ketchum Fire Chief Mike Elle**

Sun Valley Fire Chief Ray Franco and Ketchum Fire Chief Mike Elle commented that the memorandum agreement is now null and void. The Chiefs will be working out a new auto aid agreement, and will be presenting it to Councils for discussion and approval.

B. Pierce Aerial Ladder Truck - Current Status - Sun Valley Fire Chief Ray Franco - Ketchum Fire Chief Mike Elle

Sun Valley Assistant Fire Chief Charlie Butterfield made a presentation regarding the status of the Fire Departments of Sun Valley and Ketchum. Mr. Butterfield went over the history of the ladder truck and the agreements between the two cities, automatic aid agreements and insurance ratings. In 2013 the City of Sun Valley purchased the Aerial Truck. The City of Sun Valley has relinquished their half ownership of the old ladder truck to the city of Ketchum. Joint ownership of the new ladder truck would allow the payment and housing of the fire truck to be split between the two cities, and the automatic aid agreement would stay in place. A remodel would need to occur at the KFD station for the truck to fit. Charlie showed the different station locations, and said that travel distances effect ISO ratings. Future options include: each city keeps its own ladder truck, Truck 61 be jointly owned, permanently station Truck 61 at KFD Station 1, and building a new joint Ketchum and Sun Valley Fire Station.

C. Presentation by ISRB Representative Doug Young regarding Sun Valley and Ketchum ISO Ratings

ISRB Representative Doug Young gave a presentation about the Sun Valley and Ketchum Fire Department ISRB Ratings. Doug Young went over the ISO ratings in regards to distance, Elkhorn to KFD 1 is too far of a distance. Doug said there will be a new schedule coming out in the next two years.

D. Council Discussions - Sun Valley City Council - Ketchum City Council

Doug Young commented on the automatic aid agreement, in order to receive the automatic aid credit it must be 2.5 miles to the distance the community it is getting into. Michelle asked if the distance could be measured to City Limits versus City Core. ISRB Representative Doug Young said he would research the issue.

Council President Keith Saks asked if the distance was measured from the three story buildings, could that be taken into account, and commented that the travel distances are very pertinent in a rural area such as this. ISRB Representative Doug Young offered to do research on the new schedule.

Council President Keith Saks asked if there are other ways that Ketchum could gain points that would be lost by having the aerial ladder at Elkhorn for half of the year. ISRB Representative Doug Young said not for the aerial truck, but they could gain points in staffing and training. Ketchum could lose some points and still maintain a three.

Ketchum Councilor Baird Gourlay clarified that after 2.5 miles you get zero credit.

Ketchum Councilor Baird Gourlay said he felt it is a question of response time and risk regardless of the ratings.

Ketchum Councilor Jim Slanetz asked how long the new ratings last, Doug Young said about ten years.

Ketchum Mayor Nina Jonas requested comments from the Sun Valley Council regarding a joint fire station.

Council Member Michelle Griffith said that it could be advantageous to both communities to have a joint fire station, the questions is where it would be. Council Member Peter Hendricks said the cities should continue to look for opportunities for cooperation that the citizens of both cities can benefit from.

Mayor Dwayne Briscoe is open to discussions.



Ketchum Councilor Jim Slanetz asked if combining fire departments would affect ratings. Doug Young said in that case they would look at both communities as one.

Ketchum Councilor Anne Corrock asked if the departments merged would they still need to worry about the 2.5 miles. Doug Young said that would no longer be an issue because there would no longer be an autoaid agreement.

Council President Keith Saks commented on the questions from Mayor Nina Jonas, he would not want to make a public comment or statement on potentially merging departments, but would have an open mind regarding a joint fire station.

Ketchum Councilor Baird Gourlay commented on direct savings associated with a joint station.

**MOTION**

Ketchum Councilor Jim Slanetz moved to adjourn; seconded by Councilor Baird Gourlay.

AYES: Councilor Jim Slanetz, Councilor Baird Gourlay, and Councilor Anne Corrock.

NAYS: None

Ketchum Mayor Nina Jonas declared the motion approved.

**MOTION**

Council President Keith Saks moved to adjourn; seconded by Council Member Michelle Griffith.

AYES: Council Member Franz Suhadolnik, Council Member Michelle Griffith, Council President Keith Saks, and Council Member Peter Hendricks.

NAYS: None

Mayor Dewayne Briscoe declared the motion approved.

Meeting adjourned at 5:19 p.m.

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Nina Jonas, Mayor

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Sandra Cady, City Treasurer/Clerk



# City Council

## Regular Meeting

~ Minutes ~

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

Monday, January 5, 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 Interim Director of Planning and Building Linda Haavik  
Ketchum City Treasurer/Clerk Sandra Cady  
Ketchum Police Chief Dave Kassner

### 1. CALL TO ORDER

Mayor Nina Jonas called the meeting to order at 5:34 p.m.

### 2. CONSENT CALENDAR

#### a. Approval of Minutes: December 1, 2014.

Councilor Anne Corrock requested an expenditure summary for the bills.

#### b. Approval of Current Bills and Payroll Summary.

#### c. Bigwood Bread Landscape Security Agreement – Rebecca Bundy, Senior Planner.

*Motion to approve the consent calendar*

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

### 3. COMMUNICATIONS FROM MAYOR AND COUNCILORS.

Councilor Baird Gourlay commented on the Town Square Holiday Bazaar, it caused the alley to be closed and caused difficulty for the businesses, would like to have a discussion regarding events like that in the future.

Councilor Gourlay commented that Warm Springs Road beyond city limits is very hazardous. Currently the Forest Service pays Blaine County to maintain the road, he would like to look into the Street Department maintaining the road.

Councilor Baird Gourlay thanked Linda Haavik for her service.

Council President Michael David commented on the Night Owl bus service, the bus carried about 19 passengers per hour.

Councilor Anne Corrock thanked Michael David for going to the CAST meeting in Dillon.

Mayor Nina Jonas acknowledged Richard Feldman and David Lister: Firefighters of the Year for the Ketchum Fire Department and Sun Valley Fire Department.

Mayor Nina Jonas commended the EMT's and the fire department for their work at the accident.

**a. Appointments & Proclamations:**

**i. Resolution 15-002: Bald Mountain Lodge Design Review Subcommittee Appointments.**

Linda Haavik, Interim Director of Planning and Building, said the development agreement with Bald Mountain Lodge provided for a three member design review board. The Planning and Zoning Commission recommended that Erin Smith and Rich Fabiano be appointed to the subcommittee.

***Motion to adopt Resolution 15-002 appointing Erin Smith and Rich Fabiano to serve on the Bald Mountain Lodge Design Review Subcommittee.***

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

**ii. Resolution 15-003: KURA Board Appointments.**

Mayor Nina Jonas said that Mark Eshman and Trish Wilson have been serving on the Ketchum Urban Renewal Agency since 2012. Mayor Jonas nominated Shelly Siebel and Mark Nieves to the Ketchum Urban Renewal Agency Board.

***Motion to approve Resolution 15-003 appointing the two new board members, Shelly Siebel and Mark Nieves.***

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

**4. COMMUNICATIONS FROM THE PUBLIC.**

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

Phyllis Shafran commented on parking enforcement.

Mayor Nina Jonas suggested putting a parking discussion on the next meeting agenda.

Councilor Baird Gourlay suggested a discussion and commented that Leadville is a problem.

Council President Michael David suggested reviewing the parking study; perhaps meters are necessary for a certain area of town.

Councilor Anne Corrock suggested they work on educating the businesses.

**5. COMMUNICATIONS FROM THE PRESS.**

Amy Busiek asked about the idling ordinance.

Mayor Nina Jonas said signs were put up this fall and commented on the fine and penalty.

**6. ORDINANCES AND RESOLUTIONS.**

**a. Ordinance 1123: Ketchum Cemetery District Right-of-Way Vacation (third reading and adoption) – Linda Haavik, Interim Director of Planning and Building.**

Linda Haavik, Interim Director of Planning and Building, presented the Ordinance for third reading and adoption. There is an application in for a lot line shift, the quit claim deeds will be executed, and then the vacation can take place.

***Motion to adopt Ordinance 1123, vacating a portion of the alley lying within Block 94, a portion of 10th Street lying adjacent to Ketchum Cemetery District Property on the north, a portion of 10th Street lying between Ketchum Cemetery District property and Block 94, and a portion of Walnut Avenue lying between Block 94 and Block 50 all within the original townsite of Ketchum, Idaho; abandoning said rights of way, and reverting said rights of way to the adjoining landowner; and establishing the effective date.***

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

**b. Ordinance 1124: Wick Strasse Right-of-Way Vacation (third reading and adoption) – Linda Haavik, Interim Director of Planning and Building.**

Linda Haavik, Interim Director of Planning and Building presented Ordinance 1124 for third reading and adoption. The vacated right of way will go to the adjacent lots; the lot line shift application, and quit claim deeds will be done prior to the vacation taking place.

***Motion to adopt Ordinance 1124, vacating Wick Strasse right of way contained within the plat of Bavarian Village Subdivision, located within the City of Ketchum, Idaho, and recorded under instrument number 139821 records of Blaine County, Idaho; abandoning said right of way, and reverting said right of way to the adjoining landowners; and establishing the effective date.***

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

**c. Resolution Number 15-001 providing for publication of notice of public hearing and for public hearing for an amendment to the 2014-15 fiscal year budget – Suzanne Frick, City Administrator.**

Suzanne Frick, City Administrator, went over Resolution 15-001. The amendment is for the night owl costs of \$15,000. Ten thousand is coming out of LOT contingency, the remaining \$5,000 will come out of the fund balance in the LOT.

Councilor Baird Gourlay commented on the businesses and citizens are profiting from the service and should be contributing.

Council President Michael David acknowledged Mountain Rides for pulling this off, and that next time it should be included in the budget in a more timely manner.

#### **Public Comment**

Nina Hubbard commented on fundraising.

***Motion to approve Resolution Number 15-001 providing for publication of notice of public hearing and for public hearing for an amendment to the 2014-15 fiscal year budget.***

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

**d. Resolution 15-004 Medical HRA Plan Amendment – Sandra Cady, City Treasurer/Clerk.**

Sandra Cady, City Treasurer/Clerk presented resolution 15-004 for the Medical HRA Plan Amendment.

***Motion to adopt Resolution 15-004, amending the Medical Health Reimbursement Arrangement (HRA) Plan Documents.***

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

**e. Resolution 15-005 Vision HRA Plan Amendment – Sandra Cady, City Treasurer/Clerk.**

Sandra Cady, City Treasurer/Clerk, presented Resolution 15-005 Vision HRA Plan Amendment.

***Motion to approve Resolution Number 15-005, amending the Vision Health Reimbursement Arrangement (HRA) Plan Documents.***

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

## **7. COMMUNICATIONS FROM STAFF.**

**a. Presentation of the New Budget Format and Budget Schedule – Suzanne Frick, City Administrator.**

Suzanne Frick, City Administrator, presented the new budget format and the budget schedule. Based upon the recommendation from the council and in order to be more transparent staff is proposing to change the budget in its entirety. The council has expressed an interest in a

budget retreat, in lieu of that, staff is recommending a series of workshops, to hear from department heads, NGO's and other partners.

Councilor Baird Gourlay expressed concern about being lobbied. He felt it was better when the Mayor and Administrator developed the budget as opposed to having the council develop the budget

Mayor Nina Jonas said these workshops will be more for the council's information and give them time to contemplate decisions and offer input. There will not be actual budget requests at this time, it will be more philosophical discussions than financials.

Councilor Anne Corrock requested clarification on salaries, professional services, and travel and training. Suzanne Frick said there will be a discussion at the next meeting regarding the travel and training budget for the Mayor and Council.

Suzanne Frick is proposing three workshops for the retreat: February 2, March 2, and April 6, 2015, the workshops will be from 4 – 5 p.m. prior to the regular Council meetings. There will be no decisions, just a workshop format.

***Motion to approve the proposed budget format and schedule for 2015/16.***

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

**b. Warfield Right-of-Way Encroachment Permit – Rebecca Bundy, Senior Planner.**

Linda Haavik, Interim Director of Planning and Building, presented the request, and outlined the current encroachments.

Mayor Nina Jonas asked about awning drip onto the sidewalk.

Gretchen Wagner said the front awning is 3 feet from the property line, and they have not addressed drip on the sidewalk.

Linda Haavik commented that it is a fairly standard awning.

Mayor Nina Jonas asked if there was a way to remedy the potential hazard from the drip.

Councilor Jim Slanetz suggested a steep awning that doesn't hold snow.

Mayor Nina Jonas asked if they can approve, and then take the awnings off if they pose a problem. Linda Haavik said if there is a problem the city can order that they be removed or modified. Stephanie Bonney, City Attorney, clarified that all right of way permits are revokable.

***Motion to approve the proposed Right-of-Way Encroachment Permit application by Alex Buck and authorize the Mayor to sign a Right-of-Way Encroachment Agreement with said owner, upon closing of the sale of the property.***

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

**8. EXECUTIVE SESSION to discuss:**

- a. **Emergency Communications pursuant to Idaho Code §§67-2345 1(d).**
- b. **Land Acquisition pursuant to Idaho Code §§67-2345 1(c).**

*Motion to go into executive session at 6:58 p.m. pursuant to Idaho Code §§67-2345 1(d) and 1(c)*

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

**9. ADJOURNMENT.**

*Council Baird Gourlay motioned to adjourn at 7:50 p.m. Councilor Jim Slanetz 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
<b>GENERAL FUND</b>			
<b>01-2171-2000 P/R TAXES PBL--STATE W/H</b>			
STATE TAX COMMISSION	PR0109151	State Withholding Tax Pay Period: 1/9/2015	5,787.00
<b>01-2171-4000 P/R TAXES PBL -- WORKERS COMP</b>			
STATE INSURANCE FUND	10635398	Policy 311540	10,956.00
<b>01-2171-9000 P/R DEDUC PBL--HEALTH INSURANC</b>			
III-A	PR0109151	Health Ins - Family Pay Period: 1/9/2015	315.66
III-A	PR0109151	Health Ins - Employee + Spouse Pay Period: 1/9/2015	478.20
III-A	PR0109151	Health Ins - Family Pay Period: 1/9/2015	473.49
III-A	PR0109151	Health Ins - Employee + 1 Chld Pay Period: 1/9/2015	40.05
III-A	PR0109151	Health Ins - Employee + 2 Chld Pay Period: 1/9/2015	103.70
III-A	PR0109151	Health Ins - Family Pay Period: 1/9/2015	157.83
<b>01-2172-1000 P/R DEDUC PBL--AFLAC INSURANCE</b>			
AFLAC	PR0109151	AFLAC Pre-Tax Pay Period: 1/9/2015	791.08
AFLAC	PR0109151	AFLAC After-Tax Pay Period: 1/9/2015	178.47
<b>01-2172-2000 P/R DEDUC PBL--LIFE &amp; L.T.DISB</b>			
NCPERS IDAHO	C376115	Group Life Insurance Unit C376	64.00
<b>01-2172-3000 P/R DEDUC PBL--DELTA DENTAL</b>			
DELTA DENTAL PLAN OF IDAH	123114	Dental Insurance - 1 Child Pay Period: 12/12/2014	.20
DELTA DENTAL PLAN OF IDAH	PR0109151	Dental Insurance - 1 Child Pay Period: 1/9/2015	51.96
DELTA DENTAL PLAN OF IDAH	PR0109151	Dental Insurance - Spouse Pay Period: 1/9/2015	297.12
DELTA DENTAL PLAN OF IDAH	PR0109151	Dental Insurance - Family Pay Period: 1/9/2015	785.74
DELTA DENTAL PLAN OF IDAH	PR0109151	Dental Insurance - 2+ Child Pay Period: 1/9/2015	122.28
<b>01-2173-3000 P/R DEDUC PBL--NATIONWIDE</b>			
NATIONWIDE RETIREMENT SOL	PR0109151	0064-0017 Nationwide - 0064-0017 Pay Period: 1/9/2015	3,399.26
NATIONWIDE RETIREMENT SOL	PR0109151	0064-0017 Nationwide/Roth - 0064-0017 Pay Period: 1/9/2015	298.33
<b>01-2174-0000 P/R DEDUC PBL--GARNISHMENTS</b>			
CHILD SUPPORT SERVICES	PR0109151	Child Support Pay Period: 1/9/2015	269.68
IDAHO STATE TAX COMMISSIO	PR0109151	Garnishments Pay Period: 1/9/2015	37.50
<b>01-2175-0000 P/R DEDUC PBL--PIONEER FED.CR.</b>			
PIONEER FEDERAL CREDIT UNI	PR0109151	Pioneer Federal Credit Union Pay Period: 1/9/2015	1,800.00
<b>01-2175-1000 P/R DEDUC PBL--UNION DUES</b>			
KETCHUM FIREFIGHTERS LOCA	PR0109151	Union Dues Union Dues Pay Period: 1/9/2015	715.00
<b>01-2175-8000 P/R DEDUC PBL--EMPLOYEE CAF-MD</b>			
NBS-NATIONAL BENEFIT SERVI	PR0109151	125 Medical Savings Pay Period: 1/9/2015	1,317.51
<b>01-2175-9000 P/R DEDUC PBL--EMPLOYEE CAF-DC</b>			
NBS-NATIONAL BENEFIT SERVI	PR0109151	125 Dependant Care Pay Period: 1/9/2015	564.86
Total :			29,004.92

**LEGISLATIVE & EXECUTIVE****01-4110-2515 VISION REIMBURSEMENT ACCT(HRA)**

NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	429.96
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**01-4110-3100 OFFICE SUPPLIES & POSTAGE**

MARCO ROMERO COMPUTER S	28438	Card Prints	16.10
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**01-4110-3200 OPERATING SUPPLIES**

ATKINSONS' MARKET	1856-12/14	ACCT. 1856	39.94
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Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>01-4110-4200 PROFESSIONAL SERVICES</b>			
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	14.45
<b>01-4110-4800 DUES, SUBSCRIPTIONS &amp; MEMBERSH</b>			
AIR ST. LUKE'S	010115	1 year membership-all FT employees	175.00
<b>01-4110-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
COX COMMUNICATIONS	1240103601290	ACCT. 001 2401 036012901	92.54
Total LEGISLATIVE & EXECUTIVE:			767.99
<b>ADMINISTRATIVE SERVICES</b>			
<b>01-4150-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	255.20
<b>01-4150-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	283.49-
<b>01-4150-3100 OFFICE SUPPLIES &amp; POSTAGE</b>			
ASSOCIATED BUSINESS FORMS	780	1099's & W-2's	192.49
BUSINESS AS USUAL	123505	Supplies	22.70
INTEGRATED TECHNOLOGIES	12923	Copier Maintenance	55.00
STERLING CODIFIERS	16075	2015 Hosting Fee	500.00
UNIFIED OFFICE SERVICES	194898	Office Supplies	39.99
UNIFIED OFFICE SERVICES	195085	Office Supplies	24.89
US BANK	12/26/14	Ketchum Flower Company	54.00
US BANK	12/26/14	Coffee & Creamer	8.05
<b>01-4150-3310 STATE SALES TAX-GEN.GOV. &amp; PAR</b>			
STATE TAX COMMISSION	123114	sales Tax - 12/01/14 - 12/31/14	3.96
<b>01-4150-4200 PROFESSIONAL SERVICES</b>			
CASELLE, INC.	62502	CONTRACT SUPPORT	522.00
CINTAS DOCUMENT MANAGEM	8401839139	Shredding Fees	59.19
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	20.45
<b>01-4150-4400 ADVERTISING &amp; LEGAL PUBLICATIO</b>			
EXPRESS PUBLISHING, INC.	2196-12/14	Account 2196	294.96
<b>01-4150-4800 DUES, SUBSCRIPTIONS &amp; MEMBERSH</b>			
AIR ST. LUKE'S	010115	1 year membership-all FT employees	210.00
CINCINNATI LIFE INSURANCE C	6407160L-01/1	Life Insurance Policy - Suzanne Frick	457.50
<b>01-4150-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
CENTURY LINK	1325128668	ACCT. 74754376	59.34
CENTURY LINK	1325187032	ACCT. 86467178	923.47
CENTURY LINK	2087263841862	ACCT. 208-726-3841 862b	1,153.02
CENTURY LINK	2087265574240	ACCT. 208-726-5574 240b	46.05
CENTURY LINK	2087275060239	ACCT. 208-727-5060 239b	14.69
SENTINEL FIRE & SECURITY, IN	185464	Quarterly Monitoring Fee	84.00
US BANK	12/26/14	Phone for Lisa Enourato	211.99
<b>01-4150-5150 COMMUNICATIONS</b>			
US BANK	12/26/14	Constant Contact	95.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>01-4150-5200 UTILITIES</b>			
City of Ketchum	1127-12/14	Acct. 1127	31.32
City of Ketchum	9997-12/14	Acct. 9997	695.78
CLEAR CREEK DISPOSAL	856940	ACCT. 960	34.00
IDAHO POWER	2200749261-12	ACCT. 2200749261	1,694.40
IDAHO POWER	2203855230-12	ACCT. 2203855230	139.92
INTERMOUNTAIN GAS	102495000014-	Meter #441150	1,235.95
INTERMOUNTAIN GAS	102495000014-	Meter #441150	907.50

**01-4150-5900 REPAIR & MAINTENANCE-BUILDINGS**

A.C. HOUSTON LUMBER CO.	14-444889	Supplies	4.89
CHATEAU DRUG CENTER	1249732	Supplies	12.81
HYDRONICS UNLIMITED, INC.	3750	Repair Snowmelt System	358.93
TIMS ELECTRIC	22117	Light Repairs	212.97
WAXIE SANITARY SUPPLY	75007965	Supplies	97.08
WAXIE SANITARY SUPPLY	75012309	Supplies	274.87

Total ADMINISTRATIVE SERVICES:

10,724.87

**LEGAL****01-4160-4200 PROFESSIONAL SERVICES**

MOORE SMITH BUXTON & TUR	51736	1536-03 - General	6,032.09
MOORE SMITH BUXTON & TUR	51737	1536-27 - General P&Z	126.00
MOORE SMITH BUXTON & TUR	51739	1536-49 - Fire	25.50
MOORE SMITH BUXTON & TUR	51740	1536-50 - Parks & Recreation	175.50
MOORE SMITH BUXTON & TUR	51741	1536-53 MSSV Lawsuit	5,676.32

Total LEGAL:

12,035.41

**PLANNING & BUILDING****01-4170-2505 HEALTH REIMBURSEMENT ACCT(HRA)**

NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	3,342.54
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**01-4170-3100 OFFICE SUPPLIES & POSTAGE**

US BANK	12/26/14	Coffee & Creamer	24.88
US BANK	12/26/14	Building Codes	349.25
US BANK	12/26/14	Amazon Digital Services	199.99

**01-4170-4200 PROFESSIONAL SERVICES**

GALENA ENGINEERING, INC.	1318.157-01/15	Kanellitsas Sidewalk Forms Verification	605.00
HAAVIK CONSULTING, LLC	1105	Interim Planning & Building Director - December Services	6,070.00
HAAVIK CONSULTING, LLC	1109	Interim Planning & Building Director - December Services	5,550.00
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	25.07

**01-4170-4210 PROFESSIONAL SERVICES - IDBS**

DIVISION OF BUILDING SAFETY	010815	December Building Permit Fees	3,122.00
DIVISION OF BUILDING SAFETY	010815	December Plan Check Fees	1,164.00

**01-4170-4400 ADVERTISING & LEGAL PUBLICATIO**

EXPRESS PUBLISHING, INC.	2196-12/14	Account 2196	172.24
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**01-4170-4800 DUES, SUBSCRIPTIONS & MEMBERSH**

AIR ST. LUKE'S	010115	1 year membership-all FT employees	105.00
US BANK	12/26/14	ASFPM Membership Renewal for Rebecca	130.00
US BANK	12/26/14	Northwest Regional Floodplain Association Membership	25.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>01-4170-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>			
US BANK	12/26/14	Mountain Town Planning Conference	473.00
Total PLANNING & BUILDING:			21,357.97
<b>CONTINGENCY</b>			
<b>01-4193-9930 GENERAL FUND OP. CONTINGENCY</b>			
VISIT SUN VALLEY	5557	Gift Certificates for Sunny Grant	50.00
Total CONTINGENCY:			50.00
<b>POLICE</b>			
<b>01-4210-4200 PROFESSIONAL SERVICES</b>			
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	.36
Total POLICE:			.36
Total GENERAL FUND:			73,941.52
<b>STREET MAINTENANCE FUND</b>			
<b>STREET</b>			
<b>04-4310-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	3,692.70
<b>04-4310-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	1,226.07
<b>04-4310-3200 OPERATING SUPPLIES</b>			
ATKINSONS' MARKET	1856-12/14	ACCT. 1856	68.93
BUSINESS AS USUAL	123488	Supplies	85.89
D AND B SUPPLY	11044-12/27/14	ACCT. 11044	170.00
KNEADERY	12/31/14	Street Dept. Breakfasts	290.40
TREASURE VALLEY COFFEE IN	2160:03904826	Supplies	81.80
WAKE UP AND LIVE, INC.	121014	Street Department Breakfast	142.78
<b>04-4310-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
UNITED OIL	785790	ACCT. 37269	5,897.07
<b>04-4310-4200 PROFESSIONAL SERVICES</b>			
AIR ST. LUKE'S	010115	1 year membership-all FT employees	175.00
ALL SEASONS LANDSCAPING	60189	Snow Haluing	450.00
EARTHWORKS, LLC	12803	Snow Hauling	3,037.50
ERWIN EXCAVATION, S	14-908	Snow Hauling	6,187.50
ERWIN EXCAVATION, S	14-925	Snow Hauling	300.00
HIATT TRUCKING, INC.	1685	SNOW HAULING	3,262.50
LUNCEFORD EXCAVATION, INC.	5826	Snow Hauling	1,500.00
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	36.06
WESTERN STATES EQUIPMENT	MR000510885	Rental Equipment	5,776.50
<b>04-4310-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
CENTURY LINK	1325128668	ACCT. 74754376	3.35
COX COMMUNICATIONS	1240120518270	ACCT. 001 2401 205182701	63.20

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>04-4310-5200 UTILITIES</b>			
City of Ketchum	9993-12/14	Acct. 9993	185.19
City of Ketchum	9999-12/14	Acct. 9999	115.47
INTERMOUNTAIN GAS	102495000014-	Meter #84471	262.40
INTERMOUNTAIN GAS	102495000014-	Meter #85667	893.44
INTERMOUNTAIN GAS	119369000011-	acct. 11936900-001-1	206.00
<b>04-4310-6000 REPAIR &amp; MAINT--AUTOMOTIVE EQU</b>			
NAPA AUTO PARTS	797886	Supplies	70.08
NAPA AUTO PARTS	798439	Supplies	121.10
RIVER RUN AUTO PARTS	6538-80784	Supplies	41.94
RIVER RUN AUTO PARTS	6538-81191	Supplies	13.98
<b>04-4310-6100 REPAIR &amp; MAINT--MACHINERY &amp; EQ</b>			
CHATEAU DRUG CENTER	1310287	Supplies	24.68
CHATEAU DRUG CENTER	1310443	Supplies	11.38
FASTENAL COMPANY	IDJER53203	Supplies	159.05
NAPA AUTO PARTS	799019	Supplies	10.79
RIVER RUN AUTO PARTS	6538-80879	Supplies	64.99
WESTERN STATES EQUIPMENT	PC040223907	Supplies	72.18
WESTERN STATES EQUIPMENT	PR040026661	Parts	683.84
<b>04-4310-6910 OTHER PURCHASED SERVICES</b>			
AMERIPRIDE LINEN	2400380831	ACCT. 241076800	39.78
AMERIPRIDE LINEN	2400382521	ACCT. 241076800	80.08
AMERIPRIDE LINEN	2400384355	ACCT. 241076800	40.38
SENTINEL FIRE & SECURITY, IN	185465	Quartelry Monitoring Fee	84.00
SENTINEL FIRE & SECURITY, IN	185666	Quartelry Monitoring Fee	84.00
<b>04-4310-6920 SIGNS &amp; SIGNALIZATION</b>			
WESTERN SYSTEMS, INC.	26737	Crosswalk Bikepatch Light	998.82
<b>04-4310-6930 STREET LIGHTING</b>			
C & R ELECTRIC, INC.	75170	Light Repairs	65.00
IDAHO POWER	2201013857-12	ACCT. 2201013857	43.54
IDAHO POWER	2204535385-12	ACCT. 2204535385	176.32
IDAHO POWER	2206773224-12	ACCT. 2206773224	14.18
PLATT	F769536	Street Lights	239.52
PLATT	F803300	Supplies	51.00
<b>04-4310-6950 MAINTENANCE &amp; IMPROVEMENTS</b>			
LAKESIDE INDUSTRIES	13001050MB	EZ St. Bags	500.00
WALKER SAND AND GRAVEL	14623	Road Materials	429.04
Total STREET:			38,229.42
Total STREET MAINTENANCE FUND:			38,229.42
<b>FIRE &amp; RESCUE FUND</b>			
<b>FIRE &amp; RESCUE</b>			
<b>10-4230-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	138.61-
<b>10-4230-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	141.31

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>10-4230-2900 PERFORMANCE AWARDS</b>			
BARRY PETERSON JEWELERS	1496	Engraving	12.50
<b>10-4230-3200 OPERATING SUPPLIES</b>			
ATKINSONS' MARKET	1841-12/14	ACCT. 1841	72.94
BUSINESS AS USUAL	123477	Chairmat	73.13
CHATEAU DRUG CENTER	0	Supplies	.13-
CHATEAU DRUG CENTER	1302127	Supplies	6.69
CHATEAU DRUG CENTER	1318523	Supplies	11.38
DAVIS EMBROIDERY	24134	Embroider Services	175.00
DONNELLEY SPORTS	18538-00	T Shirts	439.43
EXPRESS PUBLISHING, INC.	2196-12/14	Account 2196	16.57
MCLEAN, LARA	123014	Xmas Dinner at Fire Station	49.94
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	31.38
OLIVER, MARK	134	Firemen Poster	650.00
US BANK	12/26/14	Computer Supplies	15.85
US BANK	12/26/14	Coffee & Creamer	18.22
US BANK	12/26/14	Coffee & Creamer	6.88
TCS UNIFORM AND APPAREL	117605	Uniforms and Supplies	149.50
<b>10-4230-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
UNITED OIL	785788	ACCT. 37267	135.38
US BANK	12/26/14	Fuel	48.30
<b>10-4230-4200 PROFESSIONAL SERVICES</b>			
AIR ST. LUKE'S	010115	1 year membership-all FT employees	210.00
<b>10-4230-4902 TRAINING/TRAVEL/MTG-FIRE CHIEF</b>			
ELLE, MICHAEL	010715	Reimbursement for FDIC Conference Workshops	250.00
US BANK	12/26/14	EMT Certification for Mike Elle	10.00
<b>10-4230-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
GLOBALSTAR USA	6130810	ACCT. 1.10022032	21.20
US BANK	12/26/14	Pagers	485.89
SEAN TAJKOWSKI	010715	Consulting and Technical Assembly	200.00
<b>10-4230-5900 REPAIR &amp; MAINTENANCE-BUILDINGS</b>			
A.C. HOUSTON LUMBER CO.	14-443656	Supplies	3.64
<b>10-4230-6000 REPAIR &amp; MAINT--AUTOMOTOVE EQU</b>			
CHATEAU DRUG CENTER	1311530	Supplies	12.82
RIVER RUN AUTO PARTS	6538-80552	Supplies	14.95
RIVER RUN AUTO PARTS	6538-81450	Supplies	731.12
US BANK	12/26/14	Hose bed covers	203.98
<b>10-4230-6100 REPAIR &amp; MAINT--MACHINERY &amp; EQ</b>			
L.N. CURTIS & SONS	3154666-00	Supplies	200.08
<b>10-4230-6910 OTHER PURCHASED SERVICES</b>			
KETCHUM COMPUTERS, INC.	11140	Supplies	162.50
MTE COMMUNICATIONS	56983-01/15	DSL	17.22
Total FIRE & RESCUE:			4,439.06
Total FIRE & RESCUE FUND:			4,439.06

**AMBULANCE SERVICE FUND**

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>AMBULANCE SERVICE</b>			
<b>14-4260-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	281.42-
<b>14-4260-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	286.90
<b>14-4260-2900 PERFORMANCE AWARDS</b>			
BARRY PETERSON JEWELERS	1496	Engraving	12.50
<b>14-4260-3200 OPERATING SUPPLIES</b>			
A.C. HOUSTON LUMBER CO.	14-444178	Supplies	25.99
ATKINSONS' MARKET	1841-12/14	ACCT. 1841	72.93
BOUNDTREE MEDICAL	81648803	Supplies	499.08
BOUNDTREE MEDICAL	81651894	Supplies	488.06
BUSINESS AS USUAL	123477	Chairmat	73.12
CHATEAU DRUG CENTER	0	Supplies	.13-
CHATEAU DRUG CENTER	1302127	Supplies	6.69
CHATEAU DRUG CENTER	1318523	Supplies	11.38
DAVIS EMBROIDERY	24134	Embroider Services	175.00
DONNELLEY SPORTS	18538-00	T Shirts	439.43
EXPRESS PUBLISHING, INC.	2196-12/14	Account 2196	16.57
MCLEAN, LARA	123014	Xmas Dinner at Fire Station	49.95
NORCO	14720655	ACCT. 54794	56.32
NORCO	14842754	ACCT. 54794	93.14
NORCO	14856546	ACCT 54794	223.20
OLIVER, MARK	134	Firemen Poster	650.00
PRAXAIR/WHITMORE	50497625	Supplies	46.50
PRAXAIR/WHITMORE	51330092	Operating Supplies	45.75
US BANK	12/26/14	Computer Supplies	15.84
US BANK	12/26/14	Coffee & Creamer	18.22
US BANK	12/26/14	Coffee & Creamer	6.89
TCS UNIFORM AND APPAREL	117605	Uniforms and Supplies	149.50
<b>14-4260-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
UNITED OIL	785788	ACCT. 37267	247.30
<b>14-4260-4200 PROFESSIONAL SERVICES</b>			
AIR ST. LUKE'S	010115	1 year membership-all FT employees	210.00
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	50.93
<b>14-4260-4902 TRAINING/TRAVEL/MTG-FIRE CHIEF</b>			
ELLE, MICHAEL	010715	Reimbursement for FDIC Conference Workshops	250.00
US BANK	12/26/14	EMT Certification for Mike Elle	10.00
<b>14-4260-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
GLOBALSTAR USA	6130810	ACCT. 1.10022032	21.20
US BANK	12/26/14	Pagers	485.89
SEAN TAJKOWSKI	010715	Consulting and Technical Assembly	200.00
<b>14-4260-5900 REPAIR &amp; MAINTENANCE-BUILDINGS</b>			
A.C. HOUSTON LUMBER CO.	14-443656	Supplies	3.63
<b>14-4260-6000 REPAIR &amp; MAINT--AUTOMOTIVE EQU</b>			
CHATEAU DRUG CENTER	1311530	Supplies	12.82
CHATEAU DRUG CENTER	1313281	Supplies	3.79
RIVER RUN AUTO PARTS	6538-80552	Supplies	14.95

Vendor Name	Invoice Number	Description	Net Invoice Amount
RIVER RUN AUTO PARTS	6538-80864	Supplies	602.31
RIVER RUN AUTO PARTS	6538-81450	Supplies	415.90
<b>14-4260-6910 OTHER PURCHASED SERVICES</b>			
KETCHUM COMPUTERS, INC.	11140	Supplies	162.50
MTE COMMUNICATIONS	56983-01/15	DSL	17.22
Total AMBULANCE SERVICE:			5,889.85
Total AMBULANCE SERVICE FUND:			5,889.85
<b>PARKS AND RECREATION FUND</b>			
<b>PARKS AND RECREATION</b>			
<b>18-4510-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	284.48
<b>18-4510-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	669.73
<b>18-4510-3100 OFFICE SUPPLIES &amp; POSTAGE</b>			
INTEGRATED TECHNOLOGIES	13286	Copier Maintenance	78.38
OFFICE VALUE	527702-001	Office Supplies	8.04
OFFICE VALUE	528911-001	Office Supplies	42.24
<b>18-4510-3200 OPERATING SUPPLIES</b>			
CHATEAU DRUG CENTER	1255821	Supplies	6.64
CHATEAU DRUG CENTER	1292891	Supplies	12.34
CHATEAU DRUG CENTER	1324998	Supplies	19.46
US BANK	12/26/14	First Aid Station	98.55
<b>18-4510-3250 RECREATION SUPPLIES</b>			
A.C. HOUSTON LUMBER CO.	14-445765	Supplies	25.05
ATKINSONS' MARKET	1861-12/14	ACCT. 1861	51.26
<b>18-4510-3300 RESALE ITEMS-CONCESSION SUPPLY</b>			
ATKINSONS' MARKET	1861-12/14	ACCT. 1861	166.92
<b>18-4510-3310 STATE SALES TAX-PARK</b>			
STATE TAX COMMISSION	123114	sales Tax - 12/01/14 - 12/31/14	239.41
<b>18-4510-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
LUTZ RENTALS	44020	Propane	15.87
LUTZ RENTALS	44041	Propane	27.41
LUTZ RENTALS	44073	Propane	27.68
LUTZ RENTALS	44111	Propane	21.03
LUTZ RENTALS	44138	Propane	27.68
LUTZ RENTALS	44184	Propane	27.77
LUTZ RENTALS	44234	Propane	33.67
UNITED OIL	778358	ACCT. 37268	270.02
UNITED OIL	785789	ACCT. 37268	443.05
<b>18-4510-4200 PROFESSIONAL SERVICES</b>			
DATATEL	209618	Phone System Updates	85.00
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	35.87
RAINMAKER, THE	5846	Blowouts	2,335.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>18-4510-4800 DUES, SUBSCRIPTIONS &amp; MEMBERSH</b>			
AIR ST. LUKE'S	010115	1 year membership-all FT employees	315.00
<b>18-4510-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>			
US BANK	12/26/14	Bigwood Bread Commercial Debrief	36.98
<b>18-4510-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
CENTURY LINK	1325128668	ACCT. 74754376	1.14
CENTURY LINK	2087263841862	ACCT. 208-726-3841 862b	80.00
STAUFFACHER, JUERG	010815	Cell Phone Reimbursement - Oct - Dec. 2014	225.00
ARMS, SHARON	010815	Cell Phone Reimbursement - Oct - Dec 2014	150.00
<b>18-4510-5200 UTILITIES</b>			
IDAHO POWER	2201272487-12	ACCT. 2201272487	262.55
IDAHO POWER	2203538992-12	ACCT. 2203538992	23.41
IDAHO POWER	2206452274-12	ACCT. 2206452274	349.16
INTERMOUNTAIN GAS	102495000014-	Meter #429779	67.61
INTERMOUNTAIN GAS	115345000018-	acct. 11534500-001-8	257.86
INTERMOUNTAIN GAS	807350253157-	acct. 80735025-315-7	2.06
<b>18-4510-6000 REPAIR &amp; MAINT--AUTOMOTIVE EQU</b>			
RIVER RUN AUTO PARTS	6538-80852	Supplies	8.95
<b>18-4510-6950 MAINTENANCE &amp; IMPROVEMENTS</b>			
A.C. HOUSTON LUMBER CO.	14-444382	Supplies	.74
A.C. HOUSTON LUMBER CO.	14-445255	Supplies	16.09
CHATEAU DRUG CENTER	1197447	Supplies	7.59
CHATEAU DRUG CENTER	1197455	Supplies	.68
CHATEAU DRUG CENTER	1249282	Supplies	8.97
CHATEAU DRUG CENTER	126007	Supplies	18.04
CHATEAU DRUG CENTER	1260566	Supplies	10.43
SILVER CREEK SUPPLY	S1358519.001	Supplies	36.94
US BANK	12/26/14	Paint and Supplies	197.98
Total PARKS AND RECREATION:			7,129.73
Total PARKS AND RECREATION FUND:			7,129.73
<b>LOCAL OPTION SALES TAX FUND</b>			
<b>LOCAL OPTION SALES TAX</b>			
<b>22-4910-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	253.94
<b>22-4910-4200 PROFESSIONAL SERVICES</b>			
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	9.44
<b>22-4910-6060 EVENTS/PROMOTIONS</b>			
US BANK	12/26/14	Pond Hockey Posters	44.67
US BANK	12/26/14	Starbucks Hot Chocolate for Holiday Lighting	216.00
MOUNTAIN SPORTS INTERNATI	010715	Rid Sun Valley Festival	7,000.00
Total LOCAL OPTION SALES TAX :			7,524.05
Total LOCAL OPTION SALES TAX FUND:			7,524.05
<b>LOT-ADDITIONAL1% FUND</b>			



Vendor Name	Invoice Number	Description	Net Invoice Amount
LOT-ADDITIONAL 1%			
<b>25-4910-4220 SUN VALLEY AIR SERVICE BOARD</b>			
SUN VALLEY AIR SERVICE BOA	011214	November Additional 1%	103,396.21
Total LOT-ADDITIONAL 1%:			103,396.21
Total LOT-ADDITIONAL1% FUND:			103,396.21
<b>GO BOND DEBT SERVICE FUND</b>			
<b>GO BOND DEBT SRVICE EXP/TRNFERS</b>			
<b>40-4800-8200 DEBT SRVC ACCT INTEREST-ST EQ</b>			
ZIONS BANK PUBLIC FINANCE	011415	GO Bond Payment	18,822.15
Total GO BOND DEBT SRVICE EXP/TRNFERS:			18,822.15
Total GO BOND DEBT SERVICE FUND:			18,822.15
<b>IDAHO POWER FRANCHISE FUND</b>			
<b>IDAHO POWER FRANCHISE EXPEND.</b>			
<b>50-4800-4250 ENERGY WORK PROGRAM</b>			
EXPRESS PUBLISHING, INC.	2196-12/14	Account 2196	406.32
Total IDAHO POWER FRANCHISE EXPEND.:			406.32
Total IDAHO POWER FRANCHISE FUND:			406.32
<b>WATER FUND</b>			
<b>WATER EXPENDITURES</b>			
<b>63-4340-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	608.07-
<b>63-4340-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	705.22
<b>63-4340-3200 OPERATING SUPPLIES</b>			
AMERIPRIDE LINEN	2400382510	ACCT. 241076901	21.41
AMERIPRIDE LINEN	2400382511	ACCT. 241076900	75.85
ATKINSONS' MARKET	1856-12/14	ACCT. 1856	69.63
BUSINESS AS USUAL	123364	Office Supplies	86.25
GO-FER-IT	44767	Shipping Services	26.00
INTEGRATED TECHNOLOGIES	12409	Copier Maintenance	16.42
TREASURE VALLEY COFFEE IN	2160:03895104	Supplies	57.10
UNIFIED OFFICE SERVICES	193352	Office Supplies	7.33
US BANK	12/26/14	Gift Basket for Robyn	48.66
<b>63-4340-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
UNITED OIL	785792	ACCT. 37271	331.06
<b>63-4340-3800 CHEMICALS</b>			
GEM STATE WELDERS SUPPLY,I	E241467	Chemicals	474.00
GEM STATE WELDERS SUPPLY,I	E241547	Chemicals	288.00
<b>63-4340-4200 PROFESSIONAL SERVICES</b>			
CASELLE, INC.	62502	CONTRACT SUPPORT	522.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
MAGIC VALLEY LABS, INC.	50108	Testing	158.00
MOORE SMITH BUXTON & TUR	51738	1536-47 Conjunctive Management	100.00
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	36.87
RAINMAKER, THE	5846	Blowouts	200.00
<b>63-4340-4800 DUES, SUBSCRIPTIONS, &amp; MEMBERS</b>			
AIR ST. LUKE'S	010115	1 year membership-all FT employees	140.00
<b>63-4340-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>			
US BANK	12/26/14	License Renewal for Robyn	44.84
<b>63-4340-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
CENTURY LINK	1325128668	ACCT. 74754376	3.38
COX COMMUNICATIONS	1240120518800	ACCT. 001 2401 205188001	182.71
DIG LINE	50838	Locates	31.91
SENTINEL FIRE & SECURITY, IN	185334	Quartelry Monitoring Fee	69.75
VERIZON WIRELESS, BELLEVUE	9737029776	ACCT. 965494438-00001	22.22
<b>63-4340-5200 UTILITIES</b>			
IDAHO POWER	2202458903-12	ACCT. 2202458903	210.11
IDAHO POWER	2203658592-12	ACCT. 2203658592	6,250.79
IDAHO POWER	2206786259-12	ACCT. 2206786259	47.87
INTERMOUNTAIN GAS	102495000014-	Meter #408540	46.07
INTERMOUNTAIN GAS	102495000014-	Meter #428883	234.34
<b>63-4340-6000 REPAIR &amp; MAINT-AUTO EQUIP</b>			
NAPA AUTO PARTS	798427	Supplies	18.38
NAPA AUTO PARTS	799143	Supplies	28.14
RIVER RUN AUTO PARTS	6538-81393	Supplies	29.90
<b>63-4340-6100 REPAIR &amp; MAINT-MACH &amp; EQUIP</b>			
A.C. HOUSTON LUMBER CO.	14-445723	Supplies	46.64
BOLEN'S CONTROL HOUSE, INC.	S1235280.001	Temp Sensor	258.30
Total WATER EXPENDITURES:			10,281.08
Total WATER FUND:			10,281.08
<b>WATER CAPITAL IMPROVEMENT FUND</b>			
<b>WATER CIP EXPENDITURES</b>			
<b>64-4340-7800 CONSTRUCTION</b>			
LUNCEFORD EXCAVATION, INC.	5838	Excavation	1,602.00
Total WATER CIP EXPENDITURES:			1,602.00
Total WATER CAPITAL IMPROVEMENT FUND:			1,602.00
<b>WASTEWATER FUND</b>			
<b>WASTEWATER EXPENDITURES</b>			
<b>65-4350-2505 HEALTH REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	674.31
<b>65-4350-2515 VISION REIMBURSEMENT ACCT(HRA)</b>			
NBS-NATIONAL BENEFIT SERVI	CP103715	HRA Fees	191.09

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>65-4350-3200 OPERATING SUPPLIES</b>			
AMERIPRIDE LINEN	2400382509	ACCT. 241021000	101.81
AMERIPRIDE LINEN	2400382510	ACCT. 241076901	21.40
ATKINSONS' MARKET	1856-12/14	ACCT. 1856	33.76
EASY PACK INC	173317	Shipping	4.00
INTEGRATED TECHNOLOGIES	12409	Copier Maintenance	16.42
PIPECO, INC.	141401	Supplies	25.45
TREASURE VALLEY COFFEE IN	2160:03895115	COFFEE	63.30
UNIFIED OFFICE SERVICES	193352	Office Supplies	7.33
UNIFIED OFFICE SERVICES	194754	Office Supplies	20.82
US BANK	12/26/14	Gift Basket for Robyn	48.65
<b>65-4350-3500 MOTOR FUELS &amp; LUBRICANTS</b>			
UNITED OIL	370414	ACCT. 370414	80.50
UNITED OIL	785791	ACCT. 37270	41.20
<b>65-4350-4200 PROFESSIONAL SERVICES</b>			
AIR ST. LUKE'S	010115	1 year membership-all FT employees	315.00
CASELLE, INC.	62502	CONTRACT SUPPORT	522.00
NBS-NATIONAL BENEFIT SERVI	481111	Admin Fees	65.27
RAINMAKER, THE	5846	Blowouts	275.00
<b>65-4350-4900 PERSONNEL TRAINING/TRAVEL/MTG</b>			
US BANK	12/26/14	License Renewal for Robyn	44.83
<b>65-4350-5100 TELEPHONE &amp; COMMUNICATIONS</b>			
CENTURY LINK	1325128668	ACCT. 74754376	6.38
CENTURY LINK	2087268953402	ACCT. 208-726-8953 402b	48.01
COX COMMUNICATIONS	1240120518800	ACCT. 001 2401 205188001	182.70
SENTINEL FIRE & SECURITY, IN	185334	Quartelry Monitoring Fee	23.25
VERIZON WIRELESS, BELLEVUE	9737029776	ACCT. 965494438-00001	100.61
<b>65-4350-5200 UTILITIES</b>			
IDAHO POWER	2202158701-12	ACCT. 2202158701	6,476.58
IDAHO POWER	2202703357-12	ACCT. 2202703357	92.13
IDAHO POWER	2206786259-12	ACCT. 2206786259	47.87
INTERMOUNTAIN GAS	102495000014-	Meter #408540	46.06
INTERMOUNTAIN GAS	102495000014-	Meter #311322	252.33
INTERMOUNTAIN GAS	102495000014-	Meter #497118	202.43
INTERMOUNTAIN GAS	102495000014-	Meter #190060	309.89
INTERMOUNTAIN GAS	102495000014-	Meter #190643	516.88
<b>65-4350-6000 REPAIR &amp; MAINT-AUTO EQUIP</b>			
LES SCHWAB	11700204452	Tires	1,050.76
NORTHWEST EQUIP SALES MAC	130934T	Return	112.50-
NORTHWEST EQUIP SALES MAC	139389T	Supplies	224.36
NORTHWEST EQUIP SALES MAC	139668T	Supplies	310.95
NORTHWEST EQUIP SALES MAC	139797T	Return	56.26-
NORTHWEST EQUIP SALES MAC	39590	Service	3,146.84
<b>65-4350-6100 REPAIR &amp; MAINT-MACH &amp; EQUIP</b>			
CHARLIE'S HEATING &	14-550	Heater Repairs	407.50
PLATT	F745475	Supplies	15.51
PLATT	F812493	Supplies	58.50
US BANK	12/26/14	Heaters for Blower Building	529.00
WOOD RIVER WELDING, INC.	158647	Added drain to stainless pipe	107.00

Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>65-4350-6900 COLLECTION SYSTEM SERVICES/CHA</b>			
AMERIPRIDE LINEN	2400382509	ACCT. 241021000	17.97
COX COMMUNICATIONS	1240120518800	ACCT. 001 2401 205188001	64.49
DIG LINE	50838	Locates	31.91
INTEGRATED TECHNOLOGIES	12409	Copier Maintenance	5.80
INTERMOUNTAIN GAS	102495000014-	Meter #408540	16.26
TREASURE VALLEY COFFEE IN	2160:03895115	COFFEE	6.20
UNITED OIL	785791	ACCT. 37270	75.59
US BANK	12/26/14	License Renewal for Robyn	15.83
US BANK	12/26/14	Cabelas - Uniforms	39.99
US BANK	12/26/14	Cabelas - Uniforms	39.99
VERIZON WIRELESS, BELLEVUE	9737029776	ACCT. 965494438-00001	41.16
Total WASTEWATER EXPENDITURES:			16,894.11
Total WASTEWATER FUND:			16,894.11
<b>PARKS/REC DEV TRUST FUND</b>			
<b>PARKS/REC TRUST EXPENDITURES</b>			
<b>93-4900-6800 KETCHUM ARTS COMMISSION</b>			
CHATEAU DRUG CENTER	130915	Supplies	4.30
CHATEAU DRUG CENTER	1310523	Supplies	3.78
Total PARKS/REC TRUST EXPENDITURES:			8.08
Total PARKS/REC DEV TRUST FUND:			8.08
Grand Totals:			288,563.58

## Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

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

**PROCLAMATION FOR OUTSTANDING SERVICE  
MARK ESHMAN**

**WHEREAS,** Mark Eshman served on the Ketchum Urban Renewal Agency for four (4) years from November 2010 to December 2014; and

**WHEREAS,** Mark attended over seventy agency meetings and contributed countless volunteer hours on behalf of the agency; and

**WHEREAS,** Mark served as the agency chairman for three (3) years from 2012 – 2014; and

**WHEREAS,** Mark's knowledge and experience was invaluable to the agency to help guide projects such as the 491 Sun Valley Road Property, Walkable Ketchum, Transportation Hub and Community Housing; and

**WHEREAS,** the City of Ketchum is enormously grateful for the knowledge, care and commitment that Mark has given to his community.

**NOW THEREFORE,** Mayor Nina Jonas does hereby proclaim and acknowledge Mark Eshman for his years of dedicated service and lasting contribution to the City of Ketchum.

Dated this 20<sup>th</sup> day of January, 2015

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Nina Jonas, Mayor

**PROCLAMATION FOR OUTSTANDING SERVICE  
TRISH WILSON**

**WHEREAS,** Trish Wilson served on the Ketchum Urban Renewal Agency for four (4) years from November 2010 to December 2014; and

**WHEREAS,** Trish attended over seventy agency meetings and contributed countless volunteer hours on behalf of the agency; and

**WHEREAS,** Trish served as the agency vice-chairman for three (3) years from 2012 – 2014; and

**WHEREAS,** Trish's knowledge and experience was invaluable to the agency to help guide projects such as the 491 Sun Valley Road Property, Walkable Ketchum, Transportation Hub and Community Housing; and

**WHEREAS,** the City of Ketchum is enormously grateful for the knowledge, care and commitment that Trish has given to his community.

**NOW THEREFORE,** Mayor Nina Jonas does hereby proclaim and acknowledge Trish Wilson for her years of dedicated service and lasting contribution to the City of Ketchum.

Dated this 20<sup>th</sup> day of January, 2015

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Nina Jonas, Mayor



City of Ketchum  
City Hall

January 20, 2015

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

**Recommendation to hold the Public Hearing and to Adopt Ordinance No. 1127  
Amending the FY14-15 Annual Appropriation Ordinance  
By Appropriating Additional Monies and Specifying Authorized Activities**

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.

On August 26, 2014 the Council adopted Ordinance No. 1119 entitled the Annual Appropriation Ordinance for the Fiscal Year Beginning October 1, 2014, 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 a sufficient tax upon the taxable property and specifying the objects and purposes for which said appropriation is made, and providing an effective date.

The city council of any city may, by the same procedure as used in adopting the original appropriation ordinance at any time during the current fiscal year, amend the appropriation ordinance as a result of an increase in revenues from any source other than ad valorem tax revenue. A city whose property tax certification is made for the current fiscal year may amend its budget and annual appropriation ordinance, pursuant to the notice and hearing requirements of Idaho Code 50-1002.

Current Report

Ordinance Number 1127 is an ordinance, amending Ordinance Number 1119, the Annual Appropriation Ordinance for the Fiscal Year beginning October 1, 2014 and ending September 30, 2015. Ordinance Number 1127 outlines the Proposed Revenues and Proposed Expenditures in the amount of \$5,000.

Financial Requirement/Impact

If adopted by the Council on January 20, 2015, the budget amendment would appropriate additional monies in the sum of \$5,000.

Below is the fund and explanation for the budget amendment of \$5,000.

Local Option Sales Tax Fund – Mountain Rides late night bus service.

The City Council supported funding a short term trial for Mountain Rides late night bus service. The cost for the pilot program was estimated at \$15,000. Funding will be provided by dedicating \$10,000 of LOT contingency and \$5,000 from LOT fund balance.

Recommendation

I respectfully recommend that the Ketchum City Council hold the public hearing and adopt Ordinance No. 1127 Amending the FY14-15 Annual Appropriation Ordinance By Appropriating Additional Monies with the Suspension of the Rules.

Recommended Motion

1st motion:

*"I move to waive the three readings of Ordinance No. 1127, and read by title only, Pursuant to Idaho Code 50-902."*

*(Roll call not required)*

2nd motion:

*"I move to adopt Ordinance No. 1127, AN ORDINANCE OF THE CITY OF KETCHUM, IDAHO, AMENDING ORDINANCE NUMBER 1119, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015: APPROPRIATING ADDITIONAL MONIES TO BE RECEIVED BY THE CITY OF KETCHUM, IDAHO, IN THE SUM OF \$5,000; AND, PROVIDING AN EFFECTIVE DATE."*

*(Roll call required)*

Sincerely,

Sandra E. Cady, CMC  
City Treasurer/Clerk



**ORDINANCE NO. 1127**

AN ORDINANCE OF THE CITY OF KETCHUM, IDAHO, AMENDING ORDINANCE NUMBER 1119, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015: APPROPRIATING ADDITIONAL MONIES TO BE RECEIVED BY THE CITY OF KETCHUM, IDAHO, IN THE SUM OF 5,000; AND, PROVIDING AN EFFECTIVE DATE.

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

SECTION 1. That Ordinance Number 1119, the Annual Appropriation Ordinance for the City of Ketchum, Idaho, for the fiscal year commencing October 1, 2014, and ending September 30, 2015, be and the same is hereby amended as follows:

That the additional sum of 5,000 be appropriated out of the revenues received from:

**LOCAL OPTION SALES TAX FUND:**

Fund Balance	5,000
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<b><u>TOTAL APPROPRIATION</u></b>	<b><u>5,000</u></b>
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To be used for the following authorized activities:

**LOCAL OPTION SALES TAX FUND:**

Contingency	5,000
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<b><u>TOTAL APPROPRIATION</u></b>	<b><u>5,000</u></b>
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SECTION 2. 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 the City of Ketchum, Idaho, this 20th day of January 2015.

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NINA JONAS  
Mayor

ATTEST:

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SANDRA E. CADY, CMC  
City Clerk

Publish: Idaho Mountain Express  
January 28, 2015



**City of Ketchum  
Fire Department**

December 30, 2014

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

**Ketchum Fire Department Fee Resolution 15-006**

Introduction/History

The City of Ketchum adopted the 2012 Edition of the International Fire Code on December 15, 2014 as Ordinance 1125. Pursuant to Section 113 of the 2012 Fire Code a revised fee schedule is required to be adopted by the City to match the code required construction or operational permits.

Current Report

Currently the City of Ketchum Fire Department utilizes Resolution 11-007 for the assessment of fees as required by the 2009 Fire Code duly adopted by Ordinance 1081. Several of these fees are below what the actual costs are per man hour for plan checks, inspections and system testing. This proposed Resolution corrects some of those inadequate fees and adds two new fees specific to the 2012 International Fire Code. The two new construction permit fees apply to required emergency responder radio coverage areas in new buildings and to solar photovoltaic power systems.

Financial Requirement/Impact

There is no financial requirement with this ordinance and the increase in fees will actually help offset the fire departments actual costs for the permits and services provided per the 2012 International Fire Code.

Recommendation

I respectfully recommend that the City Council adopt Resolution 15-006 thereby setting the fees for construction and operational permits as well as certain services provided by the Ketchum Fire Department.

Recommended Motion

"I move to approve Resolution 15-006 as the fee schedule for the City of Ketchum Fire Department"

Sincerely,

Mike Elle  
Fire Chief

## RESOLUTION NUMBER 15-006

### A RESOLUTION OF THE CITY OF KETCHUM, IDAHO, ESTABLISHING FEES AND CHARGES FOR THE CITY OF KETCHUM FIRE DEPARTMENT'S ADMINISTRATION OF THE 2012 INTERNATIONAL FIRE CODE AND AMENDMENTS THERETO ADOPTED BY CITY OF KETCHUM ORDINANCE 1125.

WHEREAS, City of Ketchum Ordinance Number 1125 has adopted the 2012 International Fire Code and amendments thereto providing that the fees and charges for plan checks, permits, and administration of said Ordinance shall be set by Resolution of the Ketchum City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL of the City of Ketchum, Idaho, as follows:

The following fees and charges are hereby established and shall be paid for the permits, plan checks, inspections and administration of the 2012 International Fire Code and amendments thereto adopted by City of Ketchum Ordinance Number 1125.

#### CITY OF KETCHUM FIRE DEPARTMENT FEE SCHEDULE

##### Permits Required Under The 2012 International Fire Code Section 105

- a.1. **Automatic fire alarm system.** Plan checks, inspections and acceptance testing of required fire alarm systems.  
**Permit Plan Check Fee: \$40.00 per hour \$30 to \$40 = +25%**  
**Inspections and Testing Fee: \$40.00 per hour \$30 to \$40 = +25%**
- a.2. **Automatic fire sprinkler system.** Plan checks, inspections and acceptance testing of required fire sprinkler systems.  
**Permit Plan Check Fee: \$75.00 \$50 to \$75 = +33% per riser plus \$.50 per head**  
**Inspections and Testing Fee: \$40.00 per hour \$30 to \$40 = +25%**
- c.1 . **Carnivals and Fairs.** An operational permit is required to conduct a carnival or fair.  
**Permit Fee \$50.00**
- c.2. **Compressed gases.** An operational permit is required for the storage, use or handling at normal temperature and pressure (NTP) of compressed gases in excess of the amounts listed in Table 105.6.8.  
Exception: Vehicles equipped for and using compressed gas as a fuel for propelling the vehicle. **Permit Fee \$50.00**
- c.3. **Consultants Fees.** Fees for use of outside consultants for plan checking and inspections, or both. **Fee: Actual Costs Charged by Consultants per Project Review**

- c.4. **Cryogenic fluids.**  
An operational permit is required to produce, store, transport on site, use, handle or dispense cryogenic fluids in excess of the amounts listed in Table 105.6.10.  
Exception: Permits are not required for vehicles equipped for and using cryogenic fluids as a fuel for propelling the vehicle or for refrigerating the lading. **Permit Fee: \$50.00**
- e.1. **Emergency responder radio coverage system.** A construction permit is required to install or modify an emergency responder radio coverage system and related equipment.  
**Permit Fee: \$100.00 New Permit**
- e.2. **Explosives or blasting agents.** An operational permit is required for the manufacture, storage, handling, sale or use of any quantity of explosives or explosive materials.  
**Permit Fee: \$100.00**
- f. 1. **Fire clearance permits.** Fire clearance permits issued by the fire department for Day Care Centers.  
**Permit Fee: \$25.00 \$30 to \$25 = -17%, \$25 is max allowed by law.**
- f.2. **Flammable or combustible liquids.**  
An operational permit is required per Section 105.6.16.  
**Permit Fee: \$100.00**
- h.1. **Hazardous Materials.** An operational permit is required to store, transport on site, dispense, use or handle hazardous materials in excess of the amounts listed in Table 105.6.20.  
**Permit Fee: \$100.00**
- h.2. **Hood and duct.** An operational permit is required for inspection and acceptance testing of hood and duct systems.  
**Permit Fee: \$50.00**
- l.1. **Liquefied petroleum gases.**  
An operational permit is required for:  
Storage and use of LP-gas.  
Exception: A permit is not required for individual containers with a 500-gallon (1893 L) water capacity or less serving occupancies in Group R-3.  
**Permit Fee: \$30.00**
- o.1. **Oil or fuel tank removal.** A construction permit is required:
  - 1. To repair or modify a pipeline for the transportation of flammable or combustible liquids.
  - 2. To install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used.
  - 3. To install, alter, remove, abandon or otherwise dispose of a flammable or combustible liquid tank.**Permit Fee: \$100.00**
- o.2. **Open burning.** An operational permit is required for the kindling or maintaining of an

open fire or a fire on any public street, alley, road, or other public or private ground.  
Instructions and stipulations of the permit shall be adhered to.

Exception: Recreational fires. **Permit Fee: \$40.00 \$30 to \$40 = +25%**

p.1. **Plan check fees:**

Fee for initial plan check for building construction.

**Permit Fee: 70% of Department of Building Safety plan check fee.**

Fee for any additional checks of revised plans for building construction.

**Permit Fee: 70% of Department of Building Safety plan check fee.**

p.2. **Pyrotechnical special effects material.** An operational permit is required for use and handling of pyrotechnic special effects material. **Permit Fee: \$100.00**

s.1. **Solar photovoltaic power system.** A construction permit is required to install or modify solar photovoltaic power systems. **Permit Fee: \$50 New Permit**

s.2. **Spraying or dipping.** An operational permit is required to conduct a spraying or dipping operation utilizing flammable or combustible liquids or the application of combustible powders regulated by Chapter 24.  
**Permit Fee: \$100.00**

t. 1. **Tents, canopies and temporary membrane structures.** An operational permit is required to operate an air-supported temporary membrane structure, canopy or tent having an area in excess of 400 square feet (37m<sup>2</sup>).  
Exception: Tents used exclusively for recreational camping purposes and fabric canopies open on all sides, which comply with the items listed in Section 105.6.43 of the 2012 International Fire Code.  
**Permit Fee: \$40.00 \$30 to \$40 = +25%**

u.1. **Use of apparatus.** Use of fire department apparatus or personnel, one (1) hour minimum, Time is from station door to station door.  
**Personnel: \$40.00 per hour \$30 to \$40 = +25%**  
**Apparatus: \$125.00 per hour \$100 to \$125 = +20%**

This schedule shall be available for inspection at the office of the Ketchum City Clerk and at the office of the Fire Chief.

This Resolution will be in full force and effect upon its adoption this fifth (5<sup>th</sup>) day of January 2015.

CITY OF KETCHUM, IDAHO

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N  
iAPPROVED AS TO FORM  
rAND CONTENT:  
a

J

onas, Mayor

ATTEST:

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Sandra E. Cady, CMC  
City Treasurer/Clerk

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Stephanie Bonney  
City Attorney



City of Ketchum  
Planning & Building

January 13, 2015

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

**PUBLIC HEARING:**  
**RESOLUTION NO. 15-007: BUILDING PERMIT FEES**  
**CITY COUNCIL AGENDA JANUARY 20, 2015**

Introduction/History

Building permit fees are generally reviewed and adjusted following adoption of new building codes. The 2012 International Code Council building and energy codes were adopted by the Council effective January 1, 2015. The fees currently in place have not been reviewed and adjusted since 2008.

Current Report

Attachment A contains Resolution No. 15-007.

Staff conducted an analysis of current building permit fees and made the following findings:

- The current base permit and building plan review fees are in the same range as many similar jurisdictions, including Hailey; Blaine County; Sun Valley; McCall; Boise; Bend, OR; Steamboat, CO and Telluride, CO. No change is proposed to the base permit fee.
- The City of Ketchum charges additional fees (based on a percentage of the base building permit fee) for Fire and Zoning plan review, as do some other jurisdictions, including Blaine County; Sun Valley; Bend, OR; Telluride, CO and Aspen, CO. No change is proposed to the Fire and Zoning plan review fees.
- The base permit fee is based on construction value, so, as the economy improves and construction values increase, permit fees will increase, keeping pace with inflation.
- The hourly fee of \$52 charged for after hours inspections, re inspections and other services did not adequately reflect the true cost to Ketchum. It has been adjusted to \$60 per hour to cover the salary and benefits of the building inspector and clerk.
- The new fee schedule proposes an additional hourly fee of \$60 to cover the cost of inspections in excess of those traditionally required by the building code.
- The new fee schedule proposes a \$100 fee to cover the cost of staff time to process security agreements and other similar processes.
- The new fee schedule also proposes a \$1,000 penalty for commencement of construction without a valid building permit and defines Commencement of Work to include excavation. This is intended to strongly discourage any site work prior to issuance of a building permit.

- Reference to mechanical permit fees have been deleted, as the City is no longer issuing or inspecting mechanical permits. Those have been taken over by the Division of Building Safety.

#### Financial Requirement/Impact

The proposed building permit fees are, in general, the same as the existing fees. They will not place an additional burden on the building industry. However, as noted above, they are tied to construction valuation and will therefore fluctuate with the economy and will increase if the economy and construction values continue to increase. The increase in the hourly inspection rate and the new fee for processing of security agreements reflect the actual current costs to the City for those procedures. The penalty for commencement of construction without a building permit is intended only to strongly discourage any site work prior to issuance of a building permit.

#### Recommendation

Staff respectfully recommends that the City Council approve proposed Resolution No. 15-007 for updated building permit fees.

#### Recommended Motion

"I move to approve Resolution No. 15-007, adopting updated building permit fees."

Sincerely,

Rebecca F. Bundy, CFM  
Senior Planner



**RESOLUTION NUMBER 15-007**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO  
ESTABLISHING A FEE SCHEDULE FOR BUILDING PERMITS AND ESTABLISHING  
POLICIES FOR COLLECTING FEES, PURSUANT TO ORDINANCE NUMBER 1126.

WHEREAS, the City incurs administrative costs in processing building permit applications, enforcing building and zoning codes, and conducting required inspections; and

WHEREAS, Ordinance Number 1126 and the international family of building codes and local amendments to said codes authorizes the City Council to set fees

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of Ketchum, Idaho that the City Council hereby rescinds the fee schedule and policies as established by Resolution 08-004 in its entirety and establishes the fee schedule for building as given in Table 1-A below, establishes fees for plan check, and establishes policies for collecting fees.

## CITY OF KETCHUM, IDAHO BUILDING PERMIT FEES

**TABLE 1-A BUILDING PERMIT FEES**

<b>TOTAL VALUATION<sup>1</sup></b>	<b>FEE</b>
\$1.00 to \$500.00	\$24.50
\$501.00 to \$2,000.00	\$24.50 for the first \$500.00 plus \$3.25 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$72.50 for the first \$2,000.00 plus \$14.50 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$409.50 for the first \$25,000.00 plus \$10.50 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$672.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1038.50 for the first \$100,000.00 plus \$5.75 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,379.25 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,861.00 for the first \$1,000,000.00 plus \$3.75 for each additional \$1,000.00, or fraction thereof
<b>Other Inspections and Fees:</b>	
1. Inspections outside of normal business hours . . . . .	\$60 per hour <sup>2</sup> (minimum charge--two hours)
2. Reinspection fees assessed under provisions of Section 109.7 . . . . .	\$60 per hour <sup>2</sup>
3. Inspections for which no fee is specifically indicated . . . . .	\$60 per hour <sup>2</sup> (minimum charge--one-half hour)
4. Additional and partial inspections above the minimum required by the building codes may be charged. . . . .	\$60 per hour <sup>2</sup> (minimum charge—one hour)
5. Additional plan review required by changes, additions or revisions to plans . . . . .	\$60 per hour <sup>2</sup> (minimum charge--one-half hour)
6. Additional costs incurred by the City for security agreements and other similar processes . . . . .	\$100 <sup>2</sup> (minimum charge)
7. For use of outside consultants for plan checking and inspections, or both . . . . .	Actual costs <sup>3</sup>
8. Penalty for commencement of work without a building permit . . . . .	\$1,000 (in addition to stop work order and violation fees allowed for in Ketchum Municipal Code, Section 15.04.030)
9. Deferred submittals, per each submittal . . . . .	.25% of Plan review fee

<sup>1</sup>Building permit valuation shall include the total value of the work for which a permit is being issued, including materials and labor. The building official may require documentation of the building permit valuation as necessary to ensure correct valuation of the project.

<sup>2</sup>Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

<sup>3</sup>Actual costs include administrative and overhead costs.

Plan Check Fee: 65% of Permit Fee

P&Z Plan Check Fee: 70% of Plan Check Fee

Fire Dept Plan Check Fee: Same as P&Z Plan Check Fee

## FEE POLICIES

**Plan Review Fees.** When submittal documents are required by the International Building Code, Section 105 and the International Residential Code, Section 105, a plan review fee shall be paid at the time of submitting the documents for plan review. Said plan review fee shall be sixty-five (65) percent of the building permit fee as shown in Table 1-A.

The plan review fees specified are separate fees from the permit fees specified in the International Building Code, Section 109.2 and the International Residential Code, Section 108.2 and are in addition to the permit fees.

**Fees for re-roofs.** A full building permit fee and a ten (10) percent plan check fee shall be required for all re-roofing. No Fire Department plan check fee and no Planning Department plan check fee shall be required for re-roofing. However when a re-roof of other than a one- or two-family dwelling includes new structural elements that change the roof, including but not limited to the addition of cold roof sleepers, a full permit shall be required and all plan check fees shall be assessed.

**Fees for repairs.** Repairs of all elements for which a building permit is not specifically excluded shall require a permit. Fees for repair work shall be the full building permit fee based on the cost of the repair work and a ten (10) percent plan check fee. No Fire Department plan check fee and no Planning Department plan check fee shall be required for repairs.

**Planning Department Review, Inspection and Fees.** Planning Department approval shall be obtained prior to obtaining a building permit. Planning Department fee for plan check for building construction shall be seventy (70) percent of the Building Department plan review fee and shall be assessed and collected by the Building Department at the time of application for a permit.

**Fire Department Review.** Fire Department approval shall be obtained prior to obtaining a building permit. A plan check fee for the Fire Department review shall be in accordance with the Fire Department fee schedule as enacted by separate resolutions and ordinances but shall be assessed and collected by the Building Department at the time of application for a permit.

**Incomplete construction documents.** When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in the International Building Code, Section 107 and the International Residential Code, Section 106, an additional plan review fee shall be charged at the rate shown in Table 1-A.

**Payment of Fees.** On application for a permit applicant shall pay a non-refundable deposit of twenty (20) percent of all permit and plan check fees due. The remaining fees, including impact fees, shall be due in full prior to a permit being issued for any part of the project.

**Penalty for Commencement of Work without a Building Permit.** This penalty shall be assessed in in addition to stop work order and violation fees allowed for in Ketchum Municipal Code, Section 15.04.030.

Commencement of Work is defined as, “Any excavation including the removal of top soil or any removal of trees or brush preparatory to excavation shall be defined as the commencement of work authorized by a permit.”

**Security Agreements.** A security agreement, in the amount of one hundred fifty (150) percent of the value of the work in question, may be required prior to final building inspection in the event that said work cannot be completed due to temporary circumstances, such as cold temperatures and/or frozen ground. Granting of a security agreement is at the discretion of the City Council.

**Fee Refunds.** The Building Official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

The Building Official is authorized to establish a refund policy but shall not authorize the refunding of more than eighty (80) percent of the permit fees or the various plan review fees. The applicant for a building permit must request a refund in writing on or before the one year anniversary of the date the application for a permit was completed.

This Resolution will be in full force and effect upon its adoption this twentieth (20<sup>th</sup>) day of January, 2015.

CITY OF KETCHUM

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Nina Jonas, Mayor

ATTEST:

APPROVED AS TO FORM  
AND CONTENT:

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Sandra E. Cady, CMC  
City Treasurer/Clerk

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Stephanie Bonney, Legal Counsel



City of Ketchum  
City Hall

January 14, 2015

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

**Amendment to Idling Penalty  
Ordinance 1128**

Introduction/History

When the Idling Ordinance was introduced in 2009, the penalty was \$300.00 per violation. The penalty was changed about a year after that and made similar to the fee structure of our 2 hour parking violations. The first offense is a warning, the second offense is \$25.00 and the third and subsequent offense is \$52.00. In 2010 it came to my attention the software we use for our parking enforcement would not allow us to have a second city ordinance that has a graduated offense. At the time, the technicians at Park-Trak felt it would be possible to rework the software to allow this second ordinance and later told us any "fix" would affect our "Scofflaw" list and mailings.

Current Report

Currently we are unable to issue second and subsequent administrative citations for a violation of this city ordinance. We have worked at educating the public about this ordinance since it was first signed into law in 2009 by distributing almost 500 flyers the first year of the ordinance and about 250 flyers per year since then. This year the city installed signage in the areas people have been most likely to idle. Additionally, all first offense citations written to date have been accompanied with a copy of our flyer explaining the ordinance and the environmental benefits of not idling a vehicle.

Financial Requirement/Impact

There is no financial impact as we are covered under an annual maintenance agreement with Park-Trak.

Recommendation

I respectfully recommend the Council conduct the first reading of Ordinance 1128 changing the idling fee to a fixed penalty and a person that violates this be issued a civil penalty of ten dollars (\$10.00).

Recommended Motion

*"I motion to approve the first reading of 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 or ordinances in conflict herewith; and providing an effective date hereof, and scheduling a second reading for February 2, 2015."*

Sincerely,

Dave Kassner  
Chief of Police

## ORDINANCE NUMBER 1128

**AN ORDINANCE OF THE CITY OF KETCHUM IN BLAINE COUNTY, IDAHO, 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 OR ORDINANCES IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE HEREOF.**

**WHEREAS**, the Ketchum City Council has determined that it is in the public's best interest to minimize and/or prevent excessive idling of motor vehicles; and,

**WHEREAS**, the City Council has determined that the penalties for such excessive idling shall be amended; and,

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

**SECTION 1.** That the following revisions be made to a Title 8, Chapter 9 of the Ketchum Municipal Code, to read as follows:

**8.09.060 Penalties:** A person who violates this chapter ~~will be issued a written warning for the first violation; a person who violates this chapter a second time~~ will be issued a civil penalty of ~~ten dollars (\$10.00), twenty five dollars (\$25.00); and a person who violates this chapter a third and subsequent time will be issued a civil penalty of fifty two dollars (\$52.00).~~

**SECTION 2. 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 3. REPEALER CLAUSE.** All City of Ketchum ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

**SECTION 4. 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 February, 2015.

CITY OF KETCHUM, IDAHO

\_\_\_\_\_  
Nina Jonas, Mayor

ATTEST:

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Sandra E. Cady, CMC  
Clerk/Treasurer



## City of Ketchum

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

DATE

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

### **Discussion of Parking and Parking Enforcement**

#### Introduction/History

At the City Council Meeting on January 5, 2015, a member of the public asked about two hour parking enforcement on Leadville Avenue, between Sun Valley Road and Fourth Street. The city council asked that I prepare a report for the January 20th Ketchum City Council Meeting to address parking and parking enforcement.

#### Current Report

The city has 1,923 parking spaces in the area known as the downtown core, extending from Second Avenue to Spruce Avenue and from River Street to Eighth Street. 933 of these spaces are restricted to either two hour or fifteen minute spaces and the other 990 are unrestricted. The city began an aggressive parking enforcement program July 1, 2000. Currently we issue over 1,500 parking tickets annually. On Leadville Avenue this past year, 53 tickets were issued. I am prepared to discuss 2 hour parking enforcement specifically and timed parking in general.

#### Financial Requirement/Impact

No financial requirement or impact.

#### Recommendation

Discussion only, no recommendation.

#### Recommended Motion

Discussion only, no recommended motion.

Sincerely,  
Dave Kassner  
Chief of Police





City of Ketchum  
Parks & Recreation

January 13, 2015

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

**Events in Ketchum Annual Report**

Introduction/History

Events and festivals are the experience-based drivers of Ketchum's tourist economy sector. In part, events share the desired outcome of introducing new audiences to the Sun Valley area as well as to entertain and delight locals. A shared experience between the two demographic groups serves to support local commerce.

In 1958, the city of Ketchum, along with other motivated partners, created a fall festival called "Wagon Days." Since that time, myriad events and festivals have come and gone. Wagon Days endures.

The former Ketchum/Sun Valley Chamber and Visitors Bureau was the coordinating entity for city-sponsored events (see attachments) along with a city staffer whose part-time function was events coordination. Over the past decade or so, this staff position moved from the Police Department to the Planning Department and eventually landed with the Parks & Recreation Department. The Parks & Recreation Department is responsible for managing over 200 parks reservations annually. Currently, about 50 of these park reservations are considered "special events." The decision to move the events coordinator's functions to the Parks & Recreation Department was one of functional importance because of the high degree of coordination necessary between the Parks Division and the event coordinator. Currently, the former part-time functions of the city's event coordination position are held by a full time staffer whose job includes interdepartmental events coordination, park reservations, and public art initiatives. The position requires a high degree of aptitude in cultivating, managing, and maintaining relationships in the arts and culture sector in Ketchum.

When the Ketchum/Sun Valley Chamber and Visitors Bureau (K/SVCVB) was dissolved in 2009, its events coordination functions were not transferred to the newly created Sun Valley Marketing Alliance. A \$30,000 budget for "local animation events" support that was historically awarded to the K/SVCVB for events coordination was placed in the Parks & Recreation Department's annual budget for event production, which was now the part-time events coordinator's purview.

In 2012, staff recommended creation of the Ketchum Events Commission, whose mission includes "supporting and conducting events that celebrate the spirit, character, history and heroes of the city." A short time after the KEC was created, the Ketchum City Council created an emerging events

sponsorship budget (see attached) of \$30,000. Emerging events are sponsored by the city under strict parameters that were approved by the Ketchum City Council; the KEC may award up to \$7,000 to an emerging event. Any recommended cash award over \$7,000 must be approved by City Council. The difference between the two event "classifications" will be explained.

In fiscal year 2013-14, the Council approved conversion of the part-time events coordinator position to a full-time position whose additional responsibilities include support for the city's public art endeavors-

An additional Trust Fund for the Ketchum Events Commission exists within the Parks & Recreation budget. This fund was established to accept donations and grant monies for events functions in Ketchum.

The Wagon Days budget is a separate from Parks and Recreation fund and budget.

#### Current Report

Currently, the Arts & Events Coordinator works closely with the director of parks & recreation and the city administrator in the execution of her duties. Parks & Recreation provides functional support for events; City Administration provides economic development input and support. The Arts & Events Coordinator also works closely with all other city departments in the coordination of events. Emergency services department heads are especially crucial to the successful execution of events in Ketchum.

Attachments are provided that illustrate allocation amounts for events in fiscal year 2013-14.

Issues that arose in the past year from events include over concentration in the core, filming, clarity with the application. Staff recognizes the need to continually evaluate and assess event management. Steps being taken in the next few months include a targeted survey of business owners, development of a filming permit and procedures regarding management and execution of filming in the city, a commercial use permit for private enterprises who utilize public spaces for income-earning ventures such as exercise classes and children's day camps, a new event application, and a new amplified sound application.

#### Financial Requirement/Impact

No financial requirement or impact is anticipated outside of the existing budget.

#### Recommendation

Staff recommends that the Council receive this report and provide staff with input on management, operations, and execution of events and filming in Ketchum.

#### Recommended Motion

No motion

Sincerely,



Jennifer L. Smith  
Director of Parks & Recreation



Sharon Arms  
Arts & Events Coordinator

## 2014 Special Events

<u>Date of Event</u>	<u>Name of Event</u>	<u>Estimated Cost</u>
10/31/2013	Nightmare on Main Street	Ketchum's Halloween Street
12/5/2013	Holiday Tree Lighting	Annual Tree Lighting
1/19/2014	Pond Hockey Classic	7th Annual Pond Hockey
2/1/2014	Reggae in The Mountains	Reggae Music in Town Square
5/17/2014	Ketchum Wide Open	Annual mini golf at bars
6/28/2014	Ride Sun Valley Music	Additional help with music at RSV
6/29/2014	Pump Park Comp	Ketchum Pump Park Comp
10 Tuesdays	Ketch'Em Alive	Weekly music series at Forest
10 Thursdays	Town Square Tunes	Weekly music series at Town Square
6 Sundays	Jazz in the Park	Weekly music series at Rotary Park
9/20/2014	Skate Park Comp	Annual Skate Park Comp
Stage Purchase		
		\$28,100.00

## 2015 Local Animation Events

<u>Date of Event</u>	<u>Name of Event</u>	<u>Description of Event</u>	<u>Estimated Cost</u>
10/31/2014	Nightmare on Main St	Ketchum's Halloween street party	\$2,500.00
12/532014	Holiday Tree Lighting	Annual Tree Lighting Ceremony	\$1,000.00
1/10/2014	Pond Hockey	7th Annual pond hockey at Christina Potter	\$1,000.00
Mid May	Ketchum Wide Open	Annual mini Golf at local bars	\$500.00
10 Tuesdays	Ketch'em Alive	Weekly music series at Forest Service Par	\$3,000.00
10 Thursdays	Town Square Tunes	Weekly music series at Town Square	\$7,000.00
6 Sundays	Jazz in the Park	weekly music series at Rotary Park	\$3,000.00
June	Pump Park Comp	Ketchum Pump Park	\$1,000.00
September	Skate Park Comp	Guy Coles Skate Park Comp	\$1,000.00
	KAC-Performance Art	Live Art performances in Town Square	\$2,000.00
October	Trailing of the Sheep	Annual Parade of Sheep through Ketchum	\$5,000.00
		Total	\$27,000.00

## **City of Ketchum Event Funding**

### **2013**

Sun Valley Film Festival-\$3,000

MASSV-\$10,000

Wood River Valley Studio Tour- \$3,000

Sun Valley Harvest Festival -\$3,000

Rebecca's Private Idaho-\$5,000

### **2014**

Sun Valley Film Festival- \$6,000 (from 2013 budget)

Nordic Festival Opening Celebration-\$6,250

Wood River Valley Studio Tour-\$4,000

Rotary Beer Festival-\$2,000

Kids Adventure Games-\$3,000

Ride Sun Valley- \$3,000

Rebecca's Private Idaho-\$4,000

Sawtooth Brewery Oktoberfest \$1,500

Blaine County Drug Coalition Ketchum Cruise \$2,000

### **2015**

Nordic Festival Opening Celebration-\$5,000 (from 2014 budget)

Gingerbread Villiage-\$500

Ride Sun Valley-\$7,000



City of Ketchum  
Public Works

January 13, 2015

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

**Recommendation for a Chip Seal Date**

Introduction/History

This year we are scheduled to chip seal the east side of the core, Lewis Street and Northwood Way in the industrial area. Historically, our chip seal dates have been from the middle to the end of July, to the first two weeks of August.

The Ketchum Street Division follows industry, best management practices as closely as possible. In order to provide the most successful chip sealing results, asphalt temperatures must be 60 degrees and rising, leaving July and August with the longest work periods.

Additional items must be considered when working in the Ketchum core.

- 1) The best time to complete chip sealing is also the peak season for summer businesses.
- 2) We avoid the first part of July for the Fourth holiday and Allen and Company.
- 3) After the roads are chipped, at least three weeks are needed to sweep the chips, repaint the streets and prepare for Labor Day. The chip window in the core is the last three weeks of July.
- 4) The occupancy report for 2013/2014 (attached) shows a dip in occupancy around the middle of July.

Current Report

Last year, we did not chip seal the east side of the core and rescheduled for some time around July 15 this year. According to the 2013/2014 occupancy numbers, this timing would have the least amount of impact to the surrounding businesses within the chip sealing window.

Financial Requirement/Impact

Best management practices recommend chip sealing in July and August in order to take advantage of the warmest temperatures and lowest precipitation amounts. Proper placement of chip seal should last 8 years. When chip sealing is completed outside of July and August, the probability that the seal will not last for 8 years is increased.

It has now been 11 years since the east side of the core has been chip sealed and the asphalt is showing distress. The chip job that was performed was done under proper conditions. If it was not, the distress would be far greater than it is. However, we do not want to wait that long again.

If we waited until September, when the average temperatures are ten degrees cooler, the average lows are 38 degrees and some shady spots on the streets may not hit 60 degrees until later in the day, the potential for premature failure increases.

We would like our maintenance projects performed in the most cost effective manner, under the best conditions and to last as long as they are expected to. This would also avoid any future chip sealing disruption in the core over at least the next eight years.

Recommendation

Staff respectfully recommends chip seal dates of Jul. 13-Jul. 16 (schedule is attached).

Recommended Motion

***"I move to approve the chip seal dates of July 13 – July 16, 2015 for the streets identified in the staff report."***

Sincerely,

Brian Christiansen  
Street Superintendent



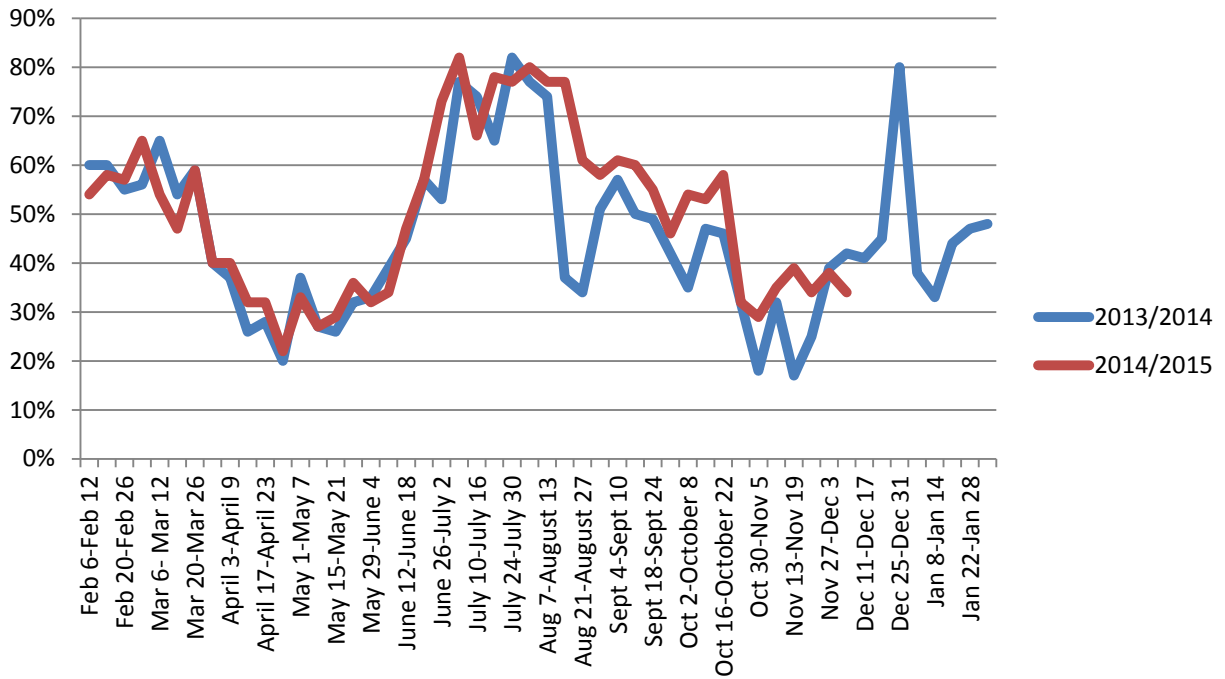
City of Ketchum  
Public Works

## Chip Seal Street List July 2015

Street name	Day
<b>West side of Core</b>	
Washington- Rivers to 9th Street	Mon
Rivers- Main to Wood River Drive	Mon
First St.- Main to 3rd Ave.	Mon
Sun Valley RD- Main to 3rd Ave.	Tue
Sixth St.- Main to 4th Ave.	Tue
Second St.- Main to 3rd Ave.	Tue
Finish First St.	Tue
Fourth St.-Main to 2nd Ave.	Wed
Fifth St.- Main to 2nd Ave.	Wed
Seventh St.- Warm Springs to 4th Ave.	Wed
Eighth St.- Warm Springs to 4th Ave.	Wed
Lewis Street	Thurs
Northwood Industrial	Thurs



## Sun Valley/Ketchum Weekly Occupancy



## Sun Valley/ Ketchum Occupancy Rates

week of*	2013/2014	2014/2015	*2014 dates
Feb 6-Feb 12	60%	54%	
Feb 13-Feb 19	60%	58%	
Feb 20-Feb 26	55%	57%	
Feb 27-Mar 5	56%	65%	
Mar 6- Mar 12	65%	54%	
Mar 13-Mar 19	54%	47%	
Mar 20-Mar 26	59%	59%	
March 27-April 2	40%	40%	
April 3-April 9	37%	40%	
April 10-April 16	26%	32%	
April 17-April 23	28%	32%	
April 24-April 30	20%	22%	
May 1-May 7	37%	33%	
May 8-May 14	27%	27%	
May 15-May 21	26%	29%	
May 22-May 28	32%	36%	
May 29-June 4	33%	32%	
June 5-June 11	39%	34%	
June 12-June 18	45%	47%	
June 19-June 25	57%	57%	
June 26-July 2	53%	73%	
July 3-July 9	77%	82%	
July 10-July 16	74%	66%	
July 17-July 23	65%	78%	
July 24-July 30	82%	77%	
July 31-August 6	77%	80%	
Aug 7-August 13	74%	77%	
August 14-August 20	37%	77%	
Aug 21-August 27	34%	61%	
August 28-Sept 3	51%	58%	
Sept 4-Sept 10	57%	61%	
Sept 11-Sept 17	50%	60%	
Sept 18-Sept 24	49%	55%	
Sept 25-October 1	42%	46%	
Oct 2-October 8	35%	54%	
Oct 9-October 15	47%	53%	
Oct 16-October 22	46%	58%	

Oct 23-October 29

32%

32%



City of Ketchum  
Planning & Building

January 13, 2015

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

**CONSIDERATION:**  
**VUE TOWNHOUSE SUBDIVISION PRELIMINARY PLAT**  
**KETCHUM CITY COUNCIL, JANUARY 20, 2015**

Introduction

Application #14-023 is a request for preliminary plat approval for a townhouse subdivision of lots 19A and 19B of the Parkwood Subdivision to subdivide both parent lots into two townhouse sublots to accommodate a four unit (detached) residential townhouse development.

Application Information

<i>PROJECT:</i>	Vue Townhouse Subdivision
<i>FILE NUMBER:</i>	#14-023
<i>OWNERS:</i>	Thomas Monge and Elmar Graber
<i>REPRESENTATIVE:</i>	Bruce Smith, PLS, Alpine Enterprises
<i>REQUEST:</i>	Preliminary Plat Townhouse Subdivision of lots 19A and 19B of the Park Wood Subdivision into two (2) sublots on each parent lot, resulting in a four unit residential detached townhouse development
<i>LOCATION:</i>	105 Pinewood Lane (Lot 19A and B, Parkwood Subdivision)
<i>ZONING:</i>	General Residential – Low Density (GR-L)
<i>OVERLAY:</i>	None
<i>NOTICE:</i>	Noticing not required.
<i>REVIEWER:</i>	Morgan Brim, Senior Planner

## **ATTACHMENTS:**

- A. Application, dated February 14, 2014
- B. Reduced scale preliminary plat, dated June 4, 2014. (Full sized plat also available.)
- C. Planning and Zoning Commission Findings of Fact, June 26, 2014

## **Current Report**

1. The applicant has recently subdivided Lot 19 of Parkwood Subdivision into two lots 19A and 19B and is proposing to further subdivide each parent lot into two townhouse sublots to accommodate a four unit (detached) residential townhouse development. Each unit will be approximately 2,445 square feet in size, including an attached one (1) car garage, and contain a height of two stories. The proposed development will replace an existing single family structure on the site.
2. This project received Design Review approval from the Planning and Zoning Commission on September 8, 2014.
3. Utility and access easements are depicted on the preliminary plat as follows:
  - Ten (10) foot wide sewer line easement along the northern property boundary benefitting the City of Ketchum and the four townhome lots;
  - Twenty (20) foot wide access and utility easement along the southern property boundary (in private street – Pinevue Lane) This access and utility easement serves the City of Ketchum, the four townhome lots, Lot 17 Parkwood Subdivision, and utility easement only to Parkwood Condominiums;
  - Eight (8) foot wide public utility easement along the north side of the access easement; and
  - Ten (10) foot wide public utility easement along the eastern property boundary.

The preliminary plat describes the access and utility easements and benefactors.

4. The former Planning Administrator, Joyce Allgaier determined that the proposed Pinevue Lane is a private street, resulting in proposed Lot 19B being a corner lot and Lot 19A being served by only Pinevue Lane. Ms. Allgaier also determined that, in accordance with the orientation of other lots in the neighborhood and the location of the private access street, the front lot line should be the southern lot line of the proposed subdivision and the rear should be the opposite northern lot line.

## **EVALUATION STANDARDS**

### **16.04 Subdivision Criteria**

#### **16.04.070 TOWNHOUSES.**

**B. Townhouse Owner's Documents. The subdivider of the townhouse project shall submit with the preliminary plat application a copy of the proposed party wall agreement and any proposed document(s) creating an association of owners of the proposed townhouse sublots, which shall**

adequately provide for the control and maintenance of all commonly held facilities, garages, parking and/or open spaces. Prior to final plat approval, the subdivider shall submit to the city a final copy of said documents and shall file said documents prior to recordation of the plat, which shall reflect the recording instrument numbers.

Staff Analysis: The applicant has made a complete preliminary plat application including draft CC&R's. The Planning and Zoning Commission has recommended approval of this preliminary plat with nine, one of which has been satisfied. The final documents shall be recorded with the final plat.

Recommendation: This standard has been met.

**C. Preliminary Plat Procedure.**

1. The subdivider may apply for preliminary plat approval from the commission pursuant to Section 16.04.030.D herein at the time application is made for design review approval pursuant to Chapter 17.96. The Commission may approve, deny or conditionally approve said preliminary plat upon consideration of the action taken on the application for design review of the project.

2. The preliminary plat, other data, and the commission's findings shall not be transmitted to the council until construction of the project has commenced under a valid building permit issued by the Ketchum building inspector. The council shall act on the preliminary plat pursuant to Section 16.04.030.E.

Staff Analysis: The City has issued a building permit for the project and construction has commenced.

Recommendation: This standard has been met.

**D. Final Plat Procedure.**

1. The final plat procedure contained in Section 16.040.030.F herein shall be followed. However, the final plat shall not be signed by the City Clerk and recorded until the townhouse has received:

a. An approved life safety inspection for the building shell and all common areas from the Ketchum Building Official; and,

b. Completion of all design review elements as approved by the Planning and Zoning Administrator.

2. The Council may accept a security agreement for any design review elements not completed on a case by case basis pursuant to Section 17.96.120.

Staff Analysis: This application is for preliminary plat.

Recommendation: This standard does not apply to the preliminary plat application.

**E. Garage.** All garages shall be designated on the preliminary and final plats and on all deeds as part of the particular townhouse units. Detached garages may be platted on separate sublots, provided that the ownership of detached garages is tied to specific townhouse units on the townhouse plat and in any owner's documents and that the detached garage(s) may not be sold and/or owned separate from any dwelling unit(s) within the townhouse development.

Staff Analysis: Each unit has an attached garage, and the garages are tied to each unit.

Recommendation: This standard has been met.

**F. General Applicability. All other provisions of this chapter and all applicable ordinances, rules and regulations of the city and all other governmental entities having jurisdiction shall be complied with by townhouse subdivisions.**

Staff Analysis: All other ordinances and regulations shall be followed.

Recommendation: This standard shall be met.

Financial Requirement/Impact

The projects provides construction jobs in the City and adds a positive impact on property values.

Recommendation

Staff respectfully recommends approval of the Vue Townhomes townhouse subdivision preliminary plat, subject to conditions 1-8 below.

Recommended Motion

"I move to approve the Vue Townhomes preliminary plat for townhouse subdivision of Lot 19A and 19B, Parkwood Subdivision into sublots 1 -4, with conditions 1 – 8."

Sincerely,

Morgan Brim, AICP

**Attachment A**  
**Application Form**



# Development Review Application Process Sheet

Application # 14023 Project Name Vue Townhomes Application Type It Subdivision  
 Applicant Infinity Projects LLC Email \_\_\_\_\_  
 Project Address 105 Pinewood Phone # 720-9137  
 Legal Description lot 19 Block 1 Parkwood Sub  
 Mailing Address PO Box 2742 Ketchum  
 Applicant's Representative Michael Doty  
 Email \_\_\_\_\_ Phone # 726-4226  
 Mailing Address 2742 Ketchum

## Receipt of Application:

Done	Date		Done	Date	
<input type="checkbox"/>	_____	Pre-Application Meeting	<input type="checkbox"/>	_____	Plans Routed
<input type="checkbox"/>	_____	Checklist Complete	<input type="checkbox"/>	_____	Building Department
<input type="checkbox"/>	_____	Application Received	<input type="checkbox"/>	_____	Fire Department
<input type="checkbox"/>	_____	Email to Applicant	<input type="checkbox"/>	_____	Street Department
<input type="checkbox"/>	_____	Certifying Completeness,	<input type="checkbox"/>	_____	Parks Department
<input type="checkbox"/>	_____	Verify Ownership	<input type="checkbox"/>	_____	City Engineer
<input checked="" type="checkbox"/>	<u>2/14/14</u>	Fee Collected	<input type="checkbox"/>	_____	Other
		Fee Amount <u>\$ fee \$1400 retainer \$25</u>	<input type="checkbox"/>	_____	Routing Certificate

## Hearing Dates:

Planning and Zoning Commission \_\_\_\_\_ City Council \_\_\_\_\_  
 \_\_\_\_\_

## Noticing Requirements:

Done	Date	
<input type="checkbox"/>	_____	Legal Notice to Paper
	_____	Publish Date
<input type="checkbox"/>	_____	Legal Mailing Notice
	_____	Radius _____
<input type="checkbox"/>	_____	Agencies & Political
	_____	Subdivisions
<input type="checkbox"/>	_____	Posting in 3 Places
<input type="checkbox"/>	_____	Posting on Site
<input type="checkbox"/>	_____	Certificate of
	_____	Posting/Mailing

## Staff Reports & Agenda:

Done	Date	
<input type="checkbox"/>	_____	Staff Report Due
<input type="checkbox"/>	_____	Agenda Language to
	_____	Admin Assistant
<input type="checkbox"/>	_____	Staff Report Posted on
	_____	Website
<input type="checkbox"/>	_____	Staff Report Emailed to
	_____	Applicant

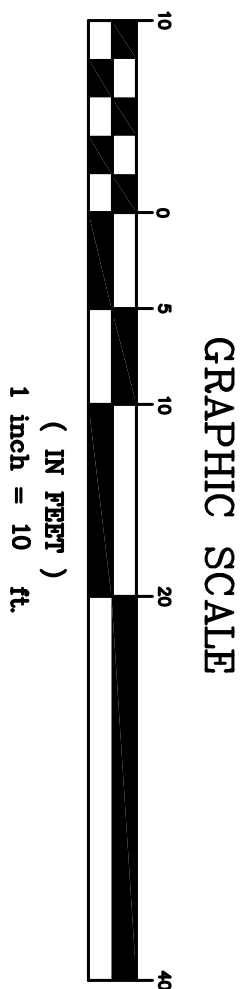
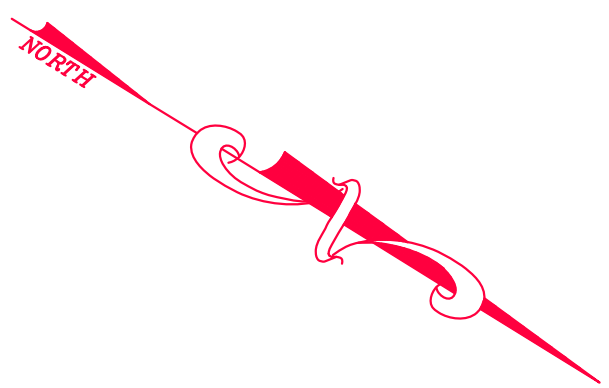
## Findings of Fact:

Done	Date	
<input type="checkbox"/>	_____	Findings of Fact Due
<input type="checkbox"/>	_____	Findings of Fact Emailed to
	_____	Applicant

• Landscaping changes after P/Z approval  
 approved by Lamoureux, Cook + Allgaier  
 Elizabeth Gubher 720. 2171

**Attachment B**

**Reduced Scale Preliminary Plat, Dated June 4, 2014**



### LEGEND

- Subject Boundary
- EOA = Edge of Asphalt
- Lot Line
- Building Line/Deck Line
- Edge of Gravel Line
- House Line
- Centerline of Road
- Tree Drip Line
- Phone Line
- Underground Power Line
- Gas= Gas Line
- Fence Line
- Water Service Line
- Sewer Service Line
- SS
- Survey Control Point
- Found Monument as Shown
- SMH = Sewer Manhole
- COMB BOX = Communications Box
- Power Box/Meter
- CMTR = Gas Meter
- OT/COT = Deciduous Tree
- CT = Coniferous Tree
- Water Valve
- IRR Irrigation Control Box
- HS COR House Corner
- GS Ground Spot Elevation
- BUDG Building
- EOG Driveway
- COMM\* Communication Line(s)
- DL Tree Drip Line
- PWR\* Buried Power Line(s)
- EOA Edge of Asphalt
- WV Water Valve
- TP Top of Pavement
- PNC COR Fence Corner
- TOP/JOE Top/Toe of Slope
- WV/MTR\* Water Meter
- PBX/PMTR Power Box/Meter

### NOTES

1. Basis of Bearings is Idaho State Plane Coordinate System, NAD83, and Grid in US Survey Feet. Vertical Datum is NAVD1988.
2. Boundary information is from the Plat Park Wood Subdivision, filed as Instrument No. 136388, Blaine County Records.
3. Adjacent Property Buildings shown are from Aerial Imagery and are Approximate.
4. Utility Locations shown are based on visual surface evidence. And old Digline Point that Appears to be Incomplete. Utility locations should be verified by Digline Before Any Excavation in Particular Areas.
5. Not all trees are shown and some shown are approximate.
6. Zoning is GR-L.
7. The Proposed Pneuue Lane is to Serve as a Public Utility and Access Easement to Benefit Vue Townhomes, Sublots 1-4 and Lot 17 of Parkwood Subdivision.
8. The Proposed Pneuue Lane will also Serve as a Public Utility Easement to Benefit Parkwood Condominiums.



PROJECT PATH AND PRINT DATE U:\LandProjects2004\1259\_ParkWood-Sub\_Monge\dwg\1259\_ParkWood\_Site.dwg 6/04/2014 5:40:16 PM MDT

REVISIONS	NO	DATE	BY
Add Adjoining Structures	1	29MAY14	BS
LOTS 19A & 19B	2	03JUN14	BS
REVISE NOTES	3	04JUN14	BS



Alpine Enterprises Inc.  
Surveying, Mapping, and Natural Hazards Consulting  
280 Rivers Street East, Lower Level  
P.O. Box 2037, Ketchum, ID 83340 USA  
(208) 727-1988 727-1987 fax  
email: bsmith@alpineenterprisesinc.com

A PRELIMINARY PLAT SHOWING  
VUE TOWNHOMES  
WHEREIN LOT 19, BLK 1, PARKWOOD SUBDIVISION IS SUBDIVIDED INTO LOTS 19A & 19B,  
AND LOT 19A IS FURTHER SUBDIVIDED INTO VUE TOWNHOMES SUBLOTS 1 AND 2,  
AND LOT 19B IS FURTHER SUBDIVIDED INTO VUE TOWNHOMES, SUBLOTS 3 & 4  
WITHIN S13, T.4N., R.17E., B.M., CITY OF KETCHUM, BLAINE COUNTY, IDAHO  
PREPARED FOR INFINITY PROJECTS LLC

**Attachment C**

**Planning and Zoning Commission Findings of Fact, June 26, 2014**



IN RE: )  
 )  
Vue Subdivision ) KETCHUM PLANNING AND ZONING  
and Townhouse Subdivision ) COMMISSION - FINDINGS OF FACT,  
Preliminary Plat ) CONCLUSIONS OF LAW AND DECISION  
 )  
File Number: 14-023 )

### **BACKGROUND FACTS**

**OWNERS:** Thomas Monge and Elmar Graber

**REPRESENTATIVE:** Bruce Smith, PLS, Alpine Enterprises

**REQUEST:** Subdivision of Lot 19, Parkwood Subdivision into two (2) lots, 19A and 19B, and Preliminary Plat Townhouse Subdivision of each of the resultant lots into two (2) sublots, resulting in a total of four sublots for townhouse development.

**LOCATION:** 105 Pinewood Lane (Lot 19, Parkwood Subdivision)

**ZONING:** General Residential – Low Density (GR-L)

**OVERLAY:** None

**NOTICE:** Property owners within 300 feet were mailed notice on May 21, 2014 and agencies were mailed on May 22, 2014.  
Published in the Idaho Mountain Express on May 7, 2014 for a May 27, 2014 meeting and continued on the record to June 9, 2014.

**REVIEWER:** Joyce Allgaier, Director of Planning and Building

**Regulatory Taking Notice:** Applicant has the right, pursuant to section 67-8003, Idaho Code, to request a regulatory taking analysis.

### **GENERAL FINDINGS OF FACT**

1. The applicant is proposing a subdivision of Lot 19 of Parkwood Subdivision into two lots and then 4 townhouse sublots to accommodate a development of a four unit (detached) residential townhouse development. Each unit will be approximately 2,445 square feet in size, including an attached one (1) car garage, and each will be two stories tall. The proposed development will replace an existing, older single family structure on the site.

2. This project is undergoing Design Review approval concurrently with this subdivision application.
3. Utility and access easements are depicted on the preliminary plat as follows:
  - Ten (10) foot wide sewer line easement along the northern property boundary benefitting the City of Ketchum and the 4 townhome lots;
  - Twenty (20) foot wide access and utility easement along the southern property boundary (in a new private street – Pinevue Lane). This access and utility serves the City of Ketchum, 4 townhome lots, Lot 17 Parkwood Subdivision, and utility easement only to Parkwood Condominiums;
  - Eight (8) foot wide public utility easement along the north side of the access easement in Pinevue Lane; and
  - Ten (10) foot wide public utility easement along the eastern property boundary.

The preliminary plat describes the access and utility easements and beneficiaries.

4. The Planning Administrator has determined that the proposed Pinevue Lane is a private street, resulting in proposed Lot 19B being a corner lot and Lot 19A being served by only Pinevue Lane. The Administrator has determined that, in accordance with the orientation of other lots in the neighborhood and the location of the private access street, the front lot line is the southern lot line of the proposed subdivision and the rear is the opposite northern lot line. The side lot lines are those lines running perpendicular to the front yard line. A standard building setback dimension to the property lines is required to the property lines of new Lots 19A and 19B, and including the interior lot line between Lots 19A and Lot 19B. It is noted that new subdivision layouts commonly establish and set the front, rear and side yards for the subdivision.
5. Attachments to the June 9, 2014 Staff Report:
  - A. Application, including:
    - Application Form, dated February 14, 2014
    - DRAFT Townhome Declaration
  - B. Reduced scale preliminary plat, dated June 4, 2014.

## **EVALUATION STANDARDS**

### **16.04 Subdivision Criteria**

#### **16.04.040**

##### **F. Lot and Block Requirements.**

1. Lot size, width, depth, shape, and orientation, and minimum building setback lines shall be in compliance with the zoning district in which the property is located and

compatible with the location of the subdivision and the type of development, and preserve solar access to adjacent properties and buildings,

Finding: The existing Lot 19 is 20,037 square feet in size. Proposed Lot 19A will be 8,047 square feet and Lot 19B will be 8219 square feet in size, in conformance with the minimum lot size. The resultant lot widths will be 89.4 feet for Lot 19A and 99.97 feet for Lot 19B. Minimum lot size in the GR-L zoning district is 8,000 square feet and minimum lot width is 80 feet. The resultant lot shapes are roughly rectangular, and lot orientations are similar to other lots in the same GR-L zoning district. Building setbacks shall comply with the requirements of the zoning code and shall be reviewed as part of the Design Review process. The proposed subdivision is located in between the GR-H zoning district on the south and GR-L on the north and adjacent to the LR zoning district on the west. The layout and density is found to provide a transition between the GR-H and LR zoning districts. Solar access to adjacent properties will not be compromised.

Conclusion: This standard has been met.

2. **Whenever a proposed subdivision contains lot(s), in whole or in part, within the floodplain, or which contain land with a slope in excess of twenty-five (25) percent based upon natural contours, or create corner lots at the intersection of two or more streets, building envelopes shall be shown for the lot(s) so affected on the preliminary and final plats. The building envelopes shall be located in a manner designed to promote harmonious development of structures, minimize congestion of structures, provide open space and solar access for each lot and structure. Also, building envelopes shall be located to promote access to the lots and maintenance of public utilities, to minimize cut and fill for roads and building foundations, and minimize adverse impact upon environment, water courses and topographical features,**

Finding: The proposed lots are located outside the 100 year floodplain and any designated floodplain hazard area. No wetlands or intermittent waterways are located on the properties. They are relatively flat and do not contain twenty-five (25) percent slope. Lot 19B is located at the corner of Pinewood Lane and the proposed private Pinevue Lane, providing vehicular access to the properties.

Conclusion: This standard has been met with the condition that, at final plat submittal, the plat shall show a building envelope on Lot 19B, Sublot 4 that conforms to current zoning code setback requirements. A plat note shall be added stating that zoning code setbacks requirements in effect at time of permitting shall be met and that setbacks may be more stringent than the building envelope as depicted on the plat.

3. **Corner lots shall have a property line curve or corner of a minimum radius of twenty-five (25) feet unless a longer radius is required to serve an existing or future use,**

Finding: The grading plan submitted for Design Review shows a radius of twenty-eight (28) feet at the intersection of Pineway Lane and the proposed Pinevue Lane.

Conclusion: This standard has been met.

4. Side lot lines shall be within twenty (20) degrees to a right angle or radial line to the street line,

Finding: Each side lot line is located at about 90 degrees to the street lot lines on the proposed Pinevue Lane.

Conclusion: This standard has been met.

5. Double frontage lots shall not be created. A planting strip shall be provided along the boundary line of lots adjacent to arterial streets or incompatible zoning districts. Should a double frontage lot(s) be created out of necessity, then such lot(s) shall be reversed frontage lot(s),

Finding: No double frontage or reverse frontage lots are being created

Conclusion: This standard does not apply.

6. Minimum lot sizes in all cases shall be reversed frontage lot(s),

Finding: No reversed frontage lots are proposed.

Conclusion: This standard does not apply.

7. Every lot in a subdivision shall have a minimum of twenty feet (20') of frontage on a dedicated public street or legal access via an easement of twenty feet (20') or greater in width. Easement shall be recorded in the Office of the Blaine County Recorder prior to or in conjunction with recordation of the final plat.

Finding: The proposed lots will be accessed from a twenty (20) foot wide access easement that becomes a private street, Pinevue Lane. The preliminary plat shows the legal access.

Conclusion: This standard has been met with the condition that the access easements to Lots 19A and 19B shall be recorded in the Office of the Blaine County Recorder in conjunction with recordation of the final plat or included on the plat.

**G. Block Requirements. The length, width, and shape of blocks within proposed subdivisions shall conform to the following requirements:**

1. No block shall be longer than one thousand two hundred (1,200) feet, nor less than four hundred (400) feet between the street intersections, and shall have sufficient depth to provide for two tiers of lots,

Finding: No new blocks are being created.

Conclusion: This standard does not apply.

2. Blocks shall be laid out in such a manner as to comply with the lot requirements,

Finding: No new blocks are being created.

Conclusion: This standard does not apply.

3. The layout of blocks shall take into consideration the natural topography of the land to promote access within the subdivision and minimize cuts and fills for



roads and minimize adverse impact on environment, water courses and topographical features,

Finding: No new blocks are being created.

Conclusion: This standard does not apply.

**4. Corner lots shall contain a building envelope outside of a seventy-five (75) foot radius from the intersection of the streets.**

Finding: No new blocks are being created with the development and a new corner lot is being created with the new subdivision. The property has been developed for many years with a single family dwelling located on Pinewood Lane. Sublot 4 will be located within the 75 foot area as the subplot touches both Pinevue Lane and Pinewood Lane. As proposed, no sight distance issues are found with Sublot 4 being located as proposed. The proposed location of Sublot 4 and house does not create situation that crowds the streetscape or interfere with light, air and space that might be a safety or aesthetic impact. The intersection is adequate for safe turn movements from private Pinevue Lane and Pinewood Lane.

Conclusion: The intent of this standard is met with the design and layout of the subdivision.

**H. Street Improvement Requirements -**

**1. The arrangement, character, extent, width, grade, and location of all streets put in the proposed subdivision shall conform to the comprehensive plan and shall be considered in their relation to existing and planned streets, topography, public convenience and safety, and the proposed uses of the land,**

Finding: The proposed Pinevue Lane intersects the existing Pinewood Lane at a right angle, is consistent with existing topography and neighborhood fabric, does not impact public convenience or safety and provides access to use the property as allowed by the GR-L zoning regulations. Access to the four proposed infill sublots satisfies Comprehensive Plan, Policy H-3.1, Mixture of Housing Types in New Development by providing "a mixture of housing types with varied price ranges and densities that meet a variety of needs."

Conclusion: This standard has been met.

**2. All streets shall be constructed to meet or exceed the criteria and standards set forth in Ketchum Ordinance 276, codified in Chapter 12.04, and all other applicable ordinances, resolutions, or regulations of the city of Ketchum or any other governmental entity having jurisdiction thereover, now existing or hereafter adopted, amended or codified,**

**12.04.030. A. Right-of-Way.** All private streets shall have a minimum right-of-way equal to the width of the street improvements, including but not limited to, sidewalk, curb and gutter, utilities and snow storage, or as otherwise approved by the City Council.

**12.04.030. B. Street Widths.** The unobstructed, all-weather surface of a private street shall not be less than twenty (20) feet nor wider than thirty (30) feet unless otherwise approved by the City Council.

**12.04.030. C. Street Locations.**

Finding: The proposed Pinevue Lane has an unobstructed width of twenty (20) feet.

Conclusion: This standard has been met.

**1. Streets are to be arranged in proper relation to topography so as to result in usable lots, safe streets, and acceptable gradient. Grades shall not exceed seven percent.**

Finding: Proposed Pinevue Lane is oriented at ninety (90) degrees to existing Pinewood Lane, as is customary in the town. It has a gradient of two (2) percent.

Conclusion: This standard has been met.

**2. The arrangement of streets shall provide for the continuation of existing streets from adjoining areas into new subdivisions unless otherwise approved by the city.**

Finding: Proposed Pinevue Lane intersects with Pinewood Lane to provide access to the proposed subdivision. Pinevue Lane will also be available to connect future development to the west toward Lot 17 of Parkwood Subdivision. An easement to allow for both access and utilities to serve that property are included on the plat. This will allow for greater connectivity and reduce the need for new streets and paved surfaces.

Conclusion: This standard has been met.

**3. Where adjoining areas are not subdivided, the arrangement of streets in new subdivisions shall be such that said streets extend to the boundary lines of the tract to facilitate the future extension of said streets into adjacent areas. A reserve strip may be required and held in public ownership.**

Finding: Adjoining areas are already subdivided.

Conclusion: This standard does not apply.

**4. Minimum sight distance shall be two hundred (200) feet for residential streets and three hundred (300) feet for collector and arterial streets.**

Finding: Proposed private Pinevue Lane has an unobstructed length of about two hundred and four (204) feet to its intersection with Pinewood Lane.

Conclusion: This standard has been met.

**5. Streets shall be located horizontally and vertically so as to assure positive and effective drainage of storm and other surface waters. Subsurface waters shall be accommodated by approved drains and other facilities as determined necessary by the city.**

Finding: As part of the Design Review and Subdivision approval process, civil engineered grading, drainage and road construction plans have been submitted and reviewed by all necessary City departments, including Streets and Public Works.

Conclusion: This standard has been met.

6. **Horizontal alignment shall be designed in accordance with AASHTO, geometric highway standards for the design speed of the proposed roadway. All curves shall be simple curves and superelevation shall not exceed six-tenths foot per foot. Unless otherwise specified by the city, the design speed shall be thirty-five (35) miles per hour.**

Finding: As part of the Design Review and Subdivision approval process, civil engineered grading, drainage and road construction plans have been submitted and reviewed by all necessary City departments, including Public Works.

Conclusion: This standard has been met.

#### **12.04.030. D. Intersections.**

2. **No more than two streets shall cross at any one intersection.**

Finding: Where proposed Pinevue Lane intersects Pinewood Lane only two streets intersect.

Conclusion: This standard has been met.

3. **Intersections shall be located on a relatively flat grade with appropriate drainage slope. The flat section shall extend a minimum of seventy-five (75) feet each way from the center of the intersection. Maximum of two percent intersection grade will be allowed.**

Finding: The proposed Pinevue Lane is relatively flat and has a grade of two (2) percent within seventy-five (75) feet of the intersection with Pinewood Lane. The Public Works Director/City Engineer is satisfied with the street design.

Conclusion: This standard has been met.

4. **Minimum clear sight distance at all intersections shall permit vehicles to be mutually visible when each is a minimum of one hundred (100) feet from the center of the intersection.**

Finding: At the Pinevue Lane and Pinewood Lane intersection, the sight distance at the intersection is adequate for safe turn movements.

Conclusion: This standard has been met.

5. **Intersections shall be clearly visible a minimum of two hundred (200) feet from the center of the intersection from all roadways.**

Finding: The intersection of proposed private Pinevue Lane and Pinewood Lane is visible from about two hundred (200) feet from Pinevue Lane and is visible from about two hundred (200) feet in each direction on Pinewood Lane. The street design has been approved by both the Public Works Director and the Fire Chief in terms of design.

Conclusion: This standard has been met.

- 12.04.030. E. Cul-de-Sacs. **A cul-de-sac, court or similar type street shall have a maximum length of four hundred (400) feet from entrance to center of the**

turn-around, and all cul-de-sacs shall have a minimum turn-around radius of sixty (60) feet at the property line, and not less than forty-five (45) feet at the curb line.

Finding: No cul-de-sacs are proposed.

Conclusion: This standard does not apply.

3. Where a subdivision abuts or contains an existing or proposed arterial street, railroad, or limited access highway right-of-way, the council may require a frontage street, planting strip, or similar design features;

Finding: The proposed subdivision does not abut or contain an existing or proposed arterial street, railroad, or limited access highway right-of-way.

Conclusion: This standard does not apply.

4. Streets may be required to provide access to adjoining lands and provide proper traffic circulation through existing or future neighborhoods,

Finding: Pinevue Lane is proposed to be available through an easement to serve adjoining property to the west in the event of future development.

Conclusion: This standard is met.

5. Street grades shall not be less than three-tenths percent and not more than seven percent so as to provide a safe movement of traffic and emergency vehicles in all weather and to provide for adequate drainage and snow plowing,

Finding: Proposed Pinevue Lane is relatively flat and has a grade of two (2) percent within seventy-five (75) feet of the intersection with Pinewood Lane.

Conclusion: This standard has been met.

6. In general, partial dedications shall not be permitted, however, the council may accept a partial street dedication when such a street forms a boundary of the proposed subdivision and is deemed necessary for the orderly development of the neighborhood, and provided the council finds it practical to require the dedication of the remainder of the right-of-way when the adjoining property is subdivided. When a partial street exists adjoining the proposed subdivision, the remainder of the right-of-way shall be dedicated,

Finding: No partial street dedication is proposed.

Conclusion: This standard does not apply.

7. Dead-end streets may be permitted only when such street terminates at the boundary of a subdivision and is necessary for the development of the subdivision or the future development of the adjacent property. When such a dead-end street serves more than two lots, a temporary turn-around easement shall be provided which easement shall revert to the adjacent lots when the street is extended,

Finding: Proposed Pinevue Lane will terminate at the western boundary of the proposed Vue Subdivision. An easement has been provided to serve potential future development to the west. Each subplot in the subdivision is provided with its own turn-around so that a turn-around easement is not necessary. The street design meets city and fire codes and is found acceptable to the Public Works Director/City Engineer and Fire Chief.

Conclusion: This standard has been met.

8. A cul de sac, court, or similar type street shall be permitted only when necessary to the development of the subdivision and provided that no such street shall have a maximum length greater than four hundred (400) feet from entrance to center of turn-around, and all cul de sacs shall have a minimum turn-around radius of sixty (60) feet at the property line and not less than forty-five (45) feet at the curb line,

Finding: No cul-de-sacs are proposed.

Conclusion: This standard is not applicable.

9. Streets shall be planned to intersect as nearly as possible at right angles, but in no event at less than seventy (70) degrees,

Finding: Proposed Pinevue Lane is oriented at ninety (90) degrees to existing Pinewood Lane.

Conclusion: This standard has been met.

10. Where any street deflects an angle of ten (10) degrees or more, a connecting curve shall be required having a minimum center line radius of three hundred (300) feet for arterial and collector streets, and one hundred twenty-five (125) feet for minor streets,

Finding: Proposed Pinevue Lane does not deflect an angle of ten (10) degrees or more.

Conclusion: This standard does not apply.

11. Streets with center line off-sets of less than one hundred twenty-five (125) feet shall be prohibited,

Finding and Conclusion: Not applicable.

12. A tangent of at least one hundred (100) feet long shall be introduced between reverse curves on arterial and collector streets,

Finding and Conclusion: Not applicable.

13. Proposed streets which are a continuation of an existing street shall be given the same names as the existing street. All new street names shall not duplicate or be confusing with the names of existing streets within Blaine County, Idaho. The subdivider shall obtain approval of all street names within the proposed subdivision from the commission before submitting same to council for preliminary plat approval,

Finding: Proposed Pinevue Lane is not a continuation of an existing street. Its name will be approved through the subdivision process.

Conclusion: This standard shall be met through the preliminary plat process.

- 14. Street alignment design shall follow natural terrain contours to result in safe streets, useable lots, and minimum cuts and fills,**

Finding: The site is basically flat and does not dictate cuts, fills, or any unacceptable design features. Proposed Pinevue Lane is oriented at ninety (90) degrees to existing Pinewood Lane.

Conclusion: This standard has been met.

- 15. Street patterns of residential areas shall be designed to create areas free of through traffic, but readily accessible to adjacent collector and arterial streets,**

Finding: Proposed Pinevue Lane is connected to existing Pinewood Lane, a street that serves as an efficient collector from the existing neighborhoods.

Conclusion: This standard has been met.

- 16. Reserve planting strips controlling access to public streets shall be permitted under conditions specified and shown on the final plat and all landscaping and irrigation systems shall be installed as required improvements by the subdivider,**

Finding: No reserve planting strip is proposed.

Conclusion: This standard does not apply.

- 17. In general, the center line of street shall coincide with the center line of the street right-of-way and all crosswalk markings shall be installed by the subdivider as a required improvement,**

Finding: The center line of proposed Pinevue Lane coincides with that of existing Pinewood Lane. No crosswalks are proposed or required, since there will be very little traffic generated by Pinevue Lane.

Conclusion: This standard has been met.

- 18. Street lighting may be required by the commission or council where appropriate, and shall be installed by the subdivider as a required improvement,**

Finding: A new street light is proposed at the southwest corner of the intersection of Pinevue Lane and Pinewood Lane in a similar location to the existing street light.

Conclusion: This standard has been met.

- 19. Private streets may be allowed upon recommendation by the commission and approval by the council. Private streets shall be constructed to meet the design standards specified in subsection H.2 of this section,**

Finding: The applicant is proposing a private street, Pinevue Lane, to serve the subdivision. The Public Works Director/City Engineer and Fire Chief find the design and proposed construction features to be acceptable.

Conclusion: This standard has been met.

- 20. Street signs shall be installed by the subdivider as a required improvement of a type and design approved by the administrator and shall be consistent with the type and design of existing street signs elsewhere in the city,**

Finding: This standard shall be met with a condition of approval.

Conclusion: This standard has been met with the condition that street signs shall be installed by the subdivider as a required improvement of a type and design approved by the administrator and shall be consistent with the type and design of existing street signs elsewhere in the city. "Fire lane/no parking" signs shall be installed along Pinevue Lane as required by the Fire Chief.

- 21. Bridges. Whenever a proposed subdivision requires construction of a new bridge, or will create substantial additional traffic which will require construction of a new bridge or improvement of an existing bridge, said construction or improvement shall be a required improvement by the subdivider. Said construction or improvement shall be in accordance with adopted standard specifications therefore,**

Finding and Conclusion: Not applicable.

- 22. Sidewalks, curbs, and gutters may be a required improvement installed by the subdivider.**

Finding: No sidewalk, curb and gutter are required in residential neighborhoods and in the GR-L zoning district.

Conclusion: This standard does not apply.

- I. Alley Improvement Requirements. Alleys shall be provided in business, commercial and light industrial zoning districts. The width of an alley shall be not less than twenty (20) feet. Alley intersections and sharp changes in alignment shall be avoided, but where necessary, corners shall be provided to permit safe vehicular movement. Dead-end alleys shall be prohibited. Improvement of alleys shall be done by the subdivider as required improvement and in conformance with design standards specified in subsection H.2 of this section.**

Finding and Conclusion: Not applicable.

- J. Required Easements. Easements, as set forth hereinafter, shall be required for location of the utilities and other public services, to provide adequate pedestrian circulation and access to public waterways and lands.**

- 1. A public utility easement at least ten (10) feet in width shall be required within the street right-of-way boundaries of all private streets. A public utility**

easement at least five feet in width shall be required within property boundaries adjacent to Warm Springs Road and within any other property boundary as determined by the city engineer to be necessary for the provision of adequate public utilities.

Finding: An eight (8) foot wide public utility easement for the proposed water line is located along the northern side of the private street and the street itself includes an easement for public utilities. An additional ten (10) foot sewer line is proposed along the north lot lines, so that water/sewer line separation requirements are met.

Conclusion: This standard has been met.

2. Where a subdivision contains or borders on a water course, drainage way, channel or stream, an easement shall be required of sufficient width to contain said water course and provide access for private maintenance and/or reconstruction of said water course.

Finding and Conclusion: Not applicable.

3. All subdivisions which border the Big Wood River, Trail Creek, and Warm Springs Creek shall dedicate a ten (10) foot fisherman and nature study easement along the river bank. Furthermore, the council shall require in appropriate areas an easement providing access through the subdivision to the bank as a sportsman's access. These easement requirements are minimum standards and in appropriate cases where a subdivision abuts a portion of the river adjacent to an existing pedestrian easement, the council may require an extension of that easement along the portion of the river bank which runs through the proposed subdivision.

Finding and Conclusion: Not applicable.

4. All subdivisions which border on the Big Wood River, Trail Creek, and Warm Springs Creek shall dedicate a twenty-five (25) foot scenic easement upon which no permanent structure shall be built in order to protect the natural vegetation and wildlife along the river bank and to protect structures from damage or loss due to river bank erosion.

Finding and Conclusion: Not applicable.

5. No ditch, pipe, or structure for irrigation water or irrigation waste water shall be constructed, re-routed, or changed in the course of planning for or constructing required improvements within a proposed subdivision unless same has first been approved in writing by the ditch company or property owner holding the water rights thereto. A written copy of such approval shall be filed as part of required improvement construction plans.

Finding and Conclusion: Not applicable.

6. Nonvehicular transportation system easements including pedestrian walkways, bikepaths, equestrian paths, and similar easements shall be dedicated by the



subdivider to provide an adequate nonvehicular transportation system throughout the city.

Finding: There is no non-vehicular link adjacent to the subject property to connect to.

Conclusion: This standard does not apply.

- K. **Sanitary Sewage Disposal Improvements.** Central sanitary sewer systems shall be installed in all subdivisions and connected to the Ketchum sewage treatment system as a required improvement by the subdivider. Construction plans and specifications for central sanitary sewer extension shall be prepared by the subdivider and approved by the city engineer, council, and Idaho Health Department prior to final plat approval. In the event that the sanitary sewage system of a subdivision cannot connect to the existing public sewage system, alternative provisions for sewage disposal in accordance with the requirements of the Idaho Department of Health and the council may be constructed on a temporary basis until such time as connection to the public sewage system is possible. In considering such alternative provisions, the council may require an increase in the minimum lot size and may impose any other reasonable requirements which it deems necessary to protect public health, safety, and welfare.

Finding and Conclusion: Lots 19A and 19B (including sublots) shall be connected to the City of Ketchum sewer system and shall meet all requirements of the Ketchum Utilities Department. This has been made a condition of approval.

- L. **Water System Improvements.** A central domestic water distribution system shall be installed in all subdivisions by the subdivider as a required improvement. The subdivider shall also be required to locate and install an adequate number of fire hydrants within the proposed subdivision according to specifications and requirements of the city under the supervision of the Ketchum fire department and other regulatory agencies having jurisdiction thereover. Furthermore, the central water system shall have sufficient flow for domestic use and adequate fire flow. All such water systems installed shall be looped extensions and no dead-end systems shall be permitted. All water systems shall be connected to the municipal water system and shall meet the standards of the following agencies: Idaho Department of Public Health, Idaho Survey and Rating Bureau, District Sanitarian, Idaho State Public Utilities Commission, Idaho Department of Reclamation, and all requirements of the city of Ketchum.

Finding and Conclusion: Lots 19A and 19B (including sublots) shall be connected to the City of Ketchum water system and shall meet all requirements of the Ketchum Utilities Department. This has been made a condition of approval.

- M. **Planting Strip Improvements.** Planting strips shall be required improvements. When a predominantly residential subdivision is proposed for land adjoining incompatible uses or features such as highways, railroads, commercial or light industrial districts or off-street parking areas, the subdivider shall provide planting strips to screen the view of such incompatible features. The subdivider shall submit a landscaping plan for said

planting strip with the preliminary plat application and the landscaping shall be a required improvement.

Finding and Conclusion: This standard does not apply.

- N. Cuts, Fills, and Grading Improvements.** Proposed subdivisions shall be carefully planned to be compatible with natural topography, soil conditions, geology and hydrology of the site, as well as to minimize cuts, fills, alterations of topography, streams, drainage channels, and disruption of soils and vegetation. The design criteria shall include the following:

- 1. A preliminary soil report prepared by a qualified engineer may be required by the commission and/or council as part of the preliminary plat application.**

Finding: The proposed grading has been designed by a civil engineer. No soils report has been submitted or required for the subdivision. The site is relatively flat.

Conclusion: This standard has been met.

- 2. Preliminary grading plan prepared by a civil engineer shall be submitted as part of all preliminary plat applications. Said plan shall contain the following information:**

- a. Proposed contours at a maximum of five (5) foot contour intervals;
- b. Cut and fill banks in pad elevations;
- c. Drainage patterns;
- d. Areas where trees and/or natural vegetation will be preserved;
- e. Location of all street and utility improvements including driveways to building envelopes. Any other information which may reasonably be required by the administrator, commission, or council to adequately review the affect of the proposed improvements.

Finding: Civil engineered grading, drainage and road construction plans have been submitted and reviewed by all necessary City departments, including Streets and Public Works and found acceptable.

Conclusion: This standard has been met.

- 3. Grading shall be designed to blend with natural land forms and to minimize the necessity of padding or terracing of building sites, excavation for foundations, and minimize the necessity of cuts and fills for streets and driveways.**

Finding: Civil engineered grading, drainage and road construction plans have been submitted and reviewed by all necessary City departments, including Streets and Public Works and found acceptable.

Conclusion: This standard has been met.

- 4. Areas within a subdivision which are not well suited for development because of existing soil conditions, steepness of slope, geology or hydrology shall be allocated for open space for the benefit of future property owners within the subdivision.**

Finding: There are no areas within the proposed subdivision that are not suited for development. The lot is large, relatively flat and not near any water body.

Conclusion: This standard does not apply.

5. Where existing soils and vegetation are disrupted by subdivision development, provision shall be made by the subdivider for revegetation of disturbed areas with perennial vegetation sufficient to stabilize the soil upon completion of the construction. Until such times as said revegetation has been installed and established, the subdivider shall maintain and protect all disturbed surfaces from erosion.

Finding: The applicant intends to build as soon as all necessary approvals have been obtained. However, staff suggests a condition of approval that, if a building permit is not obtained and construction has not commenced by October, 2014, where existing soils and vegetation are disrupted by subdivision development, provision shall be made by the subdivider for revegetation of disturbed areas with perennial vegetation sufficient to stabilize the soil upon completion of the construction. Until such time as said revegetation has been installed and established, the subdivider shall maintain and protect all disturbed surfaces from erosion.

Conclusion: This standard has been met with the condition that, where existing soils and vegetation are disrupted by subdivision development, provision shall be made by the subdivider for revegetation of disturbed areas with perennial vegetation sufficient to stabilize the soil upon completion of the construction. Until such time as said revegetation has been installed and established, the subdivider shall maintain and protect all disturbed surfaces from erosion.

6. Where cuts, fills, or other excavation are necessary, the following development standards shall apply:
- a. Fill areas shall be prepared by removing all organic material detrimental to proper compaction for soil stability.
  - b. Fills shall be compacted to at least ninety-five (95) percent of maximum density as determined by AASHTO T99 (Am. Assoc. State Highway Officials) and ASTM D698 (Am. Stnd. Testing Methods).
  - c. Cut slopes shall be no steeper than two horizontal to one vertical. Subsurface drainage shall be provided as necessary for stability.
  - d. Fill slopes shall be no steeper than three horizontal to one vertical. Neither cut nor fill slopes shall be located on natural slopes of three to one or steeper, or where fill slope toes out within twelve (12) feet horizontally of the top and existing or planned cut slope.
  - e. Toes of cut and fill slopes shall be set back from property boundaries a distance of three feet plus one-fifth of the height of the cut or the fill, but may not exceed a horizontal distance of ten (10) feet; tops and toes of cut and fill slopes shall be set back from structures at a distance of at least six feet plus one-fifth of the height of the cut or the fill. Additional

setback distances shall be provided as necessary to accommodate drainage features and drainage structures.

Finding: The applicant is required to submit a utility plan for approval by the Public Works Director/City Engineer who is authorized to evaluate and approve such plan.

Conclusion: This standard has been met.

- O. Drainage Improvements.** The subdivider shall submit with the preliminary plat application, such maps, profiles, and other data prepared by an engineer to indicate the proper drainage of the surface water to natural drainage courses or storm drains, existing or proposed. The location and width of the natural drainage courses shall be shown as an easement common to all owners within the subdivision and the city on the preliminary and final plat. All natural drainage courses shall be left undisturbed or be improved in a manner that will increase the operating efficiency of the channel without overloading its capacity. An adequate storm and surface drainage system shall be a required improvement in all subdivisions and shall be installed by the subdivider. Culverts shall be required where all water or drainage courses intersect with streets, driveways, or improved public easements and shall extend across and under the entire improved width thereof including shoulders.

Finding: Civil engineered grading, drainage and road construction plans have been submitted and reviewed by all necessary City departments, including Streets and Public Works.

Conclusion: This standard has been met.

- P. Utilities.** In addition to the terms mentioned hereinabove, all utilities including but not limited to, electricity, natural gas, telephone, and cable serves shall be installed underground as a required improvement by the subdivider. Adequate provision for expansion of such services within the subdivision or to adjacent lands including installation of conduit pipe across and underneath streets shall be installed by the subdivider prior to construction of street improvements.

Finding: The civil engineered grading and utility plans show water and sewer to be undergrounded. Other utilities are not shown.

Conclusion: This standard has been met with the condition that all utilities shall be installed underground prior to City Clerk's signature of the final plat.

- Q. Off-Site Improvements -** Where the off-site impact of a proposed subdivision is found by the commission or council to create substantial additional traffic, improvements to alleviate that impact may be required of the subdivider prior to final plat approval, including, but not limited to, bridges, intersections, roads, traffic control devices, water mains and facilities, and sewer mains and facilities.

Finding: Addition of four sublots into the existing infrastructure of the surrounding neighborhood will not have substantial impact to warrant other public infrastructure improvements.

Conclusion: This standard has been met.

**16.04.070 TOWNHOUSES.**

**B. Owner's Documents.** The subdivider of the townhouse project shall submit with the preliminary plat application a copy of the proposed party wall agreement and any proposed document(s) creating an association of owners of the proposed townhouse sublots, which shall adequately provide for the control and maintenance of all commonly held facilities, garages, parking and/or open spaces. Prior to final plat approval, the subdivider shall submit to the city a final copy of said documents and shall file said documents prior to recordation of the plat, which shall reflect the recording instrument numbers.

Finding: The applicant has made a complete preliminary plat application including draft CC&R's. The final documents shall be recorded with the final plat.

Conclusion: This standard has been met.

**C. Preliminary Plat Procedure.**

1. The subdivider may apply for preliminary plat approval from the commission pursuant to Section 16.04.030.D herein at the time application is made for design review approval pursuant to Chapter 17.96. The Commission may approve, deny or conditionally approve said preliminary plat upon consideration of the action taken on the application for design review of the project.

2. The preliminary plat, other data, and the commission's findings shall not be transmitted to the council until construction of the project has commenced under a valid building permit issued by the Ketchum building inspector. The council shall act on the preliminary plat pursuant to Section 16.04.030.E.

Finding: The applicant has applied for Townhouse Subdivision approval along with the subdivision of the parent parcel and design review. Staff will not transmit the preliminary plat for the townhouse subdivision, other data, and the commission's findings shall not be transmitted to the council until construction of the project has commenced under a valid building permit issued by the Ketchum building inspector. The preliminary plat for the parent parcel subdivision will be transmitted to the city council as required by Section 16.040.030.E.

Conclusion: This standard has been met.

**D. Final Plat Procedure.**

1. The final plat procedure contained in Section 16.040.030.F herein shall be followed. However, the final plat shall not be signed by the City Clerk and recorded until the townhouse has received:

- a. An approved life safety inspection for the building shell and all common areas from the Ketchum Building Official; and,
- b. Completion of all design review elements as approved by the Planning and Zoning Administrator.

2. The Council may accept a security agreement for any design review elements not completed on a case by case basis pursuant to Section 17.96.120.

Finding: This application is for preliminary plat.

Conclusion: This standard does not apply to the preliminary plat application.

**E. Garage.** All garages shall be designated on the preliminary and final plats and on all deeds as part of the particular townhouse units. Detached garages may be platted on separate sublots, provided that the ownership of detached garages is tied to specific townhouse units on the townhouse plat and in any owner's documents and that the detached garage(s) may not be sold and/or owned separate from any dwelling unit(s) within the townhouse development.

Finding: Each unit has an attached garage, and the garages are tied to each unit.

Conclusion: This standard has been met.

**F. General Applicability.** All other provisions of this chapter and all applicable ordinances, rules and regulations of the city and all other governmental entities having jurisdiction shall be complied with by townhouse subdivisions.

Finding: All other ordinances and regulations shall be followed.

Conclusion: This standard shall be met.

### **CONCLUSIONS OF LAW**

1. The City of Ketchum is a municipal corporation organized under Article XII of the Idaho Constitution and the laws of the State of Idaho, Title 50, Idaho Code.
2. Under Chapter 65, Title 67 of the Idaho Code, the City has passed a land use and subdivision ordinance, Title 16.
3. The City of Ketchum Planning Department provided adequate notice of the time, place and summary of the applicant's proposal to be heard by the Commission for review of this application.
4. The proposed preliminary plat does meet the standards of approval under Title 16, Chapter 16.04, subject to conditions of approval.
5. This approval is given for the preliminary plat of Vue Townhomes Subdivision, plans dated June 4, 2014, by Alpine Enterprises, Inc.

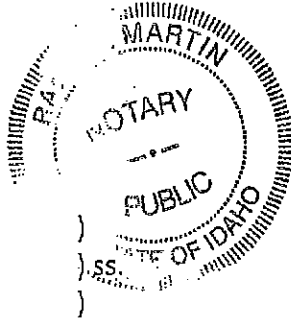
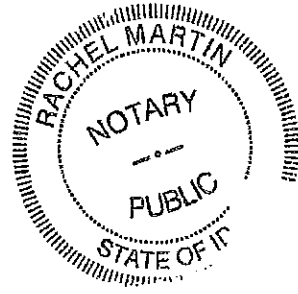
### **DECISION**

**THEREFORE,** the Ketchum Planning and Zoning Commission **approves** this preliminary plat application this 9<sup>th</sup> day of June, 2014, subject to the following conditions:

1. The Covenants, Conditions and Restrictions (CC&R's) shall be simultaneously recorded with the final plat, and the City will not now, nor in the future, determine the validity of the CC&R's;

2. This approval is given for the preliminary plat of the subdivision of Lot 19 into Lots 19A and 19B and Sublots 1 - 4, Vue Townhomes preliminary plat dated June 4, 2014, by Alpine Enterprises;
3. The failure to obtain final plat approval by the Council of an approved preliminary plat within one (1) year after approval by the Council shall cause all approvals of said preliminary plat to be null and void;
4. The recorded plat shall show a minimum of two Blaine County Survey Control Monuments with ties to the property and an inverse between the two monuments. The Survey Control Monuments shall be clearly identified on the face of the map;
5. An electronic CAD file shall be submitted to the City of Ketchum prior to final plat signature by the City Clerk. The electronic CAD file shall be submitted to the Blaine County Recorder's office concurrent with the recording of the Plat containing the following minimum data:
  - a. Line work delineating all parcels and roadways on a CAD layer/level designated as "parcel";
  - b. Line work delineating all roadway centerlines on a CAD layer/level designated as "road"; and,
  - c. Line work that reflects the ties and inverses for the Survey Control Monuments shown on the face of the Plat shall be shown on a CAD layer/level designated as "control"; and,
6. All information within the electronic file shall be oriented and scaled to Grid per the Idaho State Plane Coordinate System, Central Zone, NAD1983 (1992), U.S. Survey Feet, using the Blaine County Survey Control Network. Electronic CAD files shall be submitted in a ".dwg", ".dgn" or ".shp" format and shall be submitted digitally to the City on a compact disc. When the endpoints of the lines submitted are indicated as coincidental with another line, the CAD line endpoints shall be separated by no greater than 0.0001 drawing units.
7. The final private street name shall gain approval by the City of Ketchum fire chief and such name shall be noted on the preliminary and final plats. Street name and fire lane signs shall be installed on the private road in accordance with City of Ketchum standards.
8. The applicant shall provide a copy of the recorded final plat to the Department of Planning and Building for the official file on the application.
9. If a building permit is not obtained and construction has not commenced by October 2014, the applicant shall revegetate and otherwise restore any disturbed areas with perennial vegetation sufficient to stabilize soil by October 31, 2014.

Findings of Fact adopted this 26<sup>th</sup> day of June, 2014.



STATE OF IDAHO

County of Blaine

A handwritten signature of Deborah Burns.

Deborah Burns, Chair  
Planning and Zoning Commission

On this 23rd day of June, 2014, before me, the undersigned, a Notary Public in and for said State, personally appeared Deborah Burns, known or identified to me to be the person whose name is subscribed to the within instrument.

WITNESS my hand and seal the day and year in this certificate first above written.

A handwritten signature of Rachel Martin.

Notary Public for Idaho  
Residing at: Blaine County  
Commission Expires: November 5, 2019





**City of Ketchum  
City Hall**

January 20, 2015

Mayor Jonas and City Councilors  
City of Ketchum  
Ketchum, Idaho

Mayor Jonas and City Councilors:

**Recommendation to Review and Discuss City Council Travel and Training Budget and Travel Opportunities**

**Introduction/History**

This report provides information about the FY 14-15 funds available for Council travel and training and the projected costs associated with CAST meetings and other conferences and training opportunities.

**Current Report**

The FY 14-15 budget provides \$7,293 for Council related training and travel. To date, \$1,256 has been spent and there is a pending expenditure of approximately \$1,200. The balance for the remainder of the fiscal year is \$4,837. Based on prior travel expenses, it appears attendance at a CAST meeting costs the City approximately \$1,200.

Upcoming CAST meetings include the following:

January 22-23 Regular Meeting, Dillon Colorado

Michael David attending

March 12, Annual Legislative Meeting, Denver Colorado

June 18, Annual Meeting and Reception During CML Conference,  
Denver Colorado

August 27-28, Regular Meeting, Fraser Colorado

October 22-23, Regular Meeting, Estes Park Colorado

January 21-22 2016, Regular Meeting, Whistler, BC

In addition to the above CAST meetings, CAST is offering a discounted rate for attendance at the Assembly, a collaboration of North American mountain resorts. Cost for registration is \$295.00 plus travel expenses. (see attachments)

The Association of Idaho Cities also offers conferences and training opportunities. The following is the calendar of events:

April and May, AIC District Workshops, throughout Idaho

June 10-12, AIC Annual Conference, Boise, Idaho

November AIC District Workshops, throughout Idaho

In order to attend CAST meetings and AIC meetings, the Council will need to prioritize the travel opportunities.

Financial Requirement/Impact

The FY 14-15 budget now provides approximately \$4827 in available funding for Council travel and training.

Recommendation

I respectfully recommend that the Ketchum City Council discuss CAST attendance and travel priorities.

Sincerely,

Suzanne Frick  
City Administrator

Attachment: Conference Information

## Book now for the January Meeting

**January 22-23 - Dillon**

- **Lodging:**

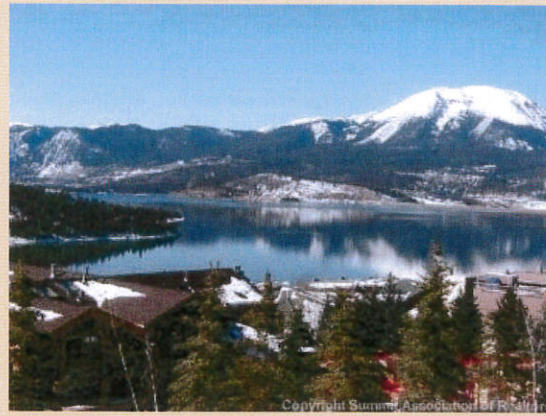
**Comfort Suites Dillon**

Rate: \$130/night

Call: 970-513-0300

Mention: Colorado Association of Ski  
Towns

**(Deadline December 31)**



*Dillon, CO*

- **Ski Passes**

Ski passes will be offered by Arapahoe Basin. Further details to come.

- **Frisco Tubing Hill**

Frisco will be offering complimentary passes to their tubing hill. Further details to come.

- The meeting **AGENDA IS HERE**. Subject to change.

- **RSVP HERE** for the dinner and/or the meeting.

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## Upcoming Meetings - *save the dates!*

- **January 22-23, 2015 - Regular meeting**

**Dillon, CO**

- **March 12, 2015 - Annual Legislative Meeting**

**Denver, CO**

- **June 18, 2015 - Annual Meeting & Reception during CML Conference**

**Breckenridge, CO**

- **August 27-28, 2015 - Regular meeting**

**Fraser, CO**

- **October 22-23, 2015 - Regular meeting**

**Estes Park, CO**

- **January 21-22, 2016 - Regular meeting**

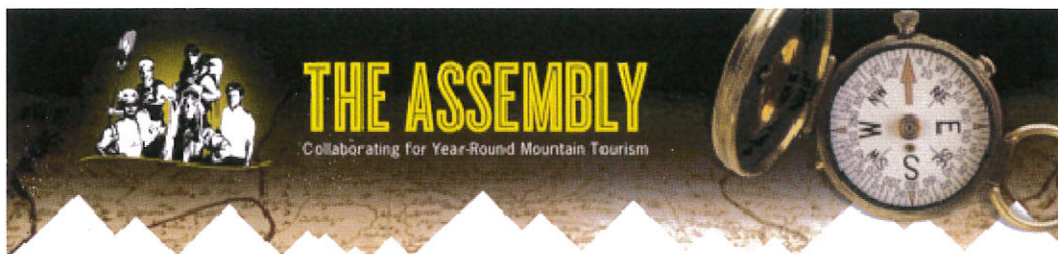
**Whistler, B.C.**



Suzanne Frick

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**From:** Joyce Burford <joyceb@coskitowns.com>  
**Sent:** Monday, January 12, 2015 11:15 AM  
**Subject:** CAST special rate for The Assembly ends tomorrow  
  
**Importance:** High



*Mapping the journey to our future: Waypoints toward  
new realities*

January 28, 2015, Colorado Convention Center

**Discounted registration ends January 13- [Register Now](#)**

As a business associate of CAST, we would like to recommend attending The ASSEMBLY: *a collaboration of North American mountain resorts, associations and public sector organizations, with common interests in both winter and broader year-round mountain tourism.* **We are able to offer you discounted registration of \$195 by using this “promotional code” by January 13: cast2015.** Input this code when you register to receive our discount.

**The Agenda:** Robust content and compelling presenters are coming together for a rich day of industry collaboration. Morning sessions will be by recognized industry leaders and supported by a research-driven fact base from DestiMetrics, RRC, NSAA and SIA.

A sampling of sessions that would be of particular interest for those in **public-private collaboration:**

- Future of Mountain Resorts; Outlook For DMO's; Economics of Summer
- Interactive Discussion Forums- Ethics of Whatever: Experiential Marketing in the Butte; Special Events and their Impact; Foodie Tourism

**The Venue:** Wednesday, January 28, 2015 at the Colorado Convention Center in Denver; co-located with the SIA Snow Show, and including Show Credentials for the duration of the show- January 29-February 1, 2015.

**Morning General Sessions (8:30a – 12:00p)**

- Navigating Mountain Tourism- State of the Industry: FactBase, Insights and Interpretation
  - **New Realities- Future of Mountain Resorts and Destination Tourism**

**Luncheon & Keynote (12:00-2p)** (add-on to The ASSEMBLY registration)

Get your laugh on with Brad Montgomery's Laugh-O-Nomics™: Happiness & Your Bottom Line.

**Afternoon Workshops and Interactive Discussion Forums (2-5:30p)**

Several tracks will be served up, centered around marketing, summer/year-round opportunities and lodging revenue and growth. Options include case studies, best practices, consumer insights, tips tools and tricks- choose to make it work for you.

**Evening:** Networking and reception, with keynote by Amy Purdy, paralympist, business woman and breakout sensation on *Dancing WithThe Stars*, in conjunction with SIA.

- **Visit our [website](#)** for more agenda details. **Register Now:** [click here](#) to register for the event and utilize your promotional code for a discount on registration.
- **Lodging Deals:** ASSEMBLY attendees are offered the SIA Snow Show discounted lodging rates. These special rates do sell out so book now for the best selection and availability. There is a link to the special rates under "[Register Now](#)" on our website.

**REGISTER TODAY!**



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# The ASSEMBLY 2015- Mapping the journey to our future: Waypoints toward new realities

DestiMetrics, LLC  
Wednesday, January 28, 2015 from 8:30 AM to 6:30 PM (MST)  
Denver, CO



Registration Information				
REGISTRATION TYPE	SALES END	PRICE	FEE	QUANTITY
<b>Assembly Registration- Introductory Offer</b> Registration includes a special access pass to the SIA Snow Show in addition to the presentations and the reception. Introductory registration prices are valid through December 19, 2014.	Ended	\$225.00	\$0.00	N/A
<b>Luncheon Add-on with Brad Montgomery of Laugh-O-Nomics</b> Feed your stomach, laugh your head off. Enjoy this mid-day break.	1d 7h 17m	\$35.00	\$0.00	0
<b>Assembly Registration- Early</b> Registration includes a special access pass to the SIA Snow Show in addition to the presentations and the reception. Early registration prices are valid through January 13, 2015.	1d 3h 47m	\$265.00	\$0.00	0
<b>Assembly Registration- Regular</b> Registration includes a special access pass to the SIA Snow Show in addition to the presentations and the reception. Regular prices start at midnight on January 14, 2015.	Not Started	\$295.00	\$0.00	N/A
<b>Assembly Registration- Day of</b> Registration includes a special access pass to the SIA Snow Show in addition to the presentations and the reception. Day of prices start at 7pm on January 27, 2015.	Not Started	\$325.00	\$0.00	N/A