



SPECIAL MEETING OF THE KETCHUM  
URBAN RENEWAL AGENCY  
October 10, 2011

This Special Meeting of the Ketchum Urban Renewal Agency was called to order by Chairman Randy Hall at 12:05 p.m. at City Hall, Ketchum, Idaho.

Commissioners present: Chairman Randy Hall  
Vice-Chairman Mark Eshman  
Commissioner Larry Helzel  
Commissioner Nina Jonas  
Commissioner Curtis Kemp  
Commissioner Trish Wilson  
Commissioner Trina Peters

Also present: Executive Director Gary Marks  
Ketchum Community and Economic Development Director Lisa Horowitz

1. The meeting was called to order by Chairman Randy Hall at 12:05 p.m.
2. Draft Lease Agreement between the Ketchum Urban Renewal Agency and the Sun Valley Marketing Alliance for a portion of the 491 Sun Valley Road Building.

Jake Peters, Sun Valley Marketing Alliance Board, reviewed the draft lease agreement. It is not clear yet the exact amount of square footage the Visitor Center will use. The Sun Valley Marketing Alliance is requesting a \$1/square foot lease rate that is less than Starbucks is paying.

Lisa Horowitz, Ketchum Community and Economic Development Director, said that in this draft lease there is more clarity in regards to how the utilities will be split. The lease rate is under market at a \$1/square foot. The URA Board could decide to discount for a nonprofit, some landlords in the area do discount for non profits and some do not. The building has 4,000 square feet of space, and the Cairde Group is under lease for 1900 square feet, the Visitor Center lease is for 715 square feet.

If the Visitor Center is in control of the upstairs conference room than they will maintain a schedule for use of the space. Cost of common space is addressed in the lease, the Cairde Group will be responsible for water and garbage, but the visitor center will cover one third of the cleaning costs. The Ketchum Parks Department is working on a cost for the maintenance of the exterior common areas. The Visitor Center and the Cairde Group will cover 100% of the snow removal, landscape maintenance, heating, common area cleaning, garbage and water.

The lease can be terminated by the landlord with one year notice provided there is a redevelopment plan for the property.

**2. Award of Contract, Building Demolition Request for Proposal at 211 East First Street.**

Chairman Randy Hall questioned whether there was a pressing need to demolish the building right away. Lisa Horowitz, Ketchum Community and Economic Development Director said there is a condemnation letter from the Building Inspector. The building is currently a public safety issue, the contractor does not want to tear the building down after the snow flies. Commissioner Larry Helzel suggested that in the event a ground lease is offered that the entity pay back the cost of demolition.

Chairman Randy Hall left the meeting at 12:34 p.m.

Commissioner Larry Helzel motioned to award the contract for demolition and site rehabilitation as outlined in the Request for Proposals dated September 22, 2011 at 211 East First Street to Joe's Backhoe in the amount not to exceed \$11,570 and recommend that Ketchum URA seek reimbursement for these funds from the future developer of the site. Commissioner Nina Jonas seconded the motion, the motion passed unanimously.

**3. Overview of Ketchum Urban Renewal Project List.**

Lisa Horowitz, Ketchum Community and Economic Development Director, reviewed the projects that have been completed by the Ketchum Urban Renewal Agency. Commissioner Curtis Kemp suggested the list be included in the upcoming City Newsletter.

**4. Website Design**

Commissioner Trina Peters stated that a Request for Proposals has been created and distributed to seek website design services for the Ketchum Urban Renewal Agency. A new website would allow for editing and addition of content. The idea is to have more information about the KURA, an extensive Q&A, the Project list, as well as all minutes and agendas, etc.

**5. Approval of minutes from the September 19, 2011 URA Board meeting.**

Commissioner Curtis Kemp moved to approve the minutes of the September 19, 2011. Motion seconded by Commissioner Larry Helzel, and passed unanimously.

**6. Approval of current bills.**

Commissioner Curtis Kemp moved to approve the current bills. Motion seconded by Commissioner Larry Helzel, and passed unanimously

**7. ADJOURNMENT**

Commissioner Curtis Kemp moved to adjourn at 12:50 pm. Motion seconded by Commissioner Nina Jonas, and passed unanimously.



MARK ESHMAN,  
Vice Chairman

ATTEST:



SANDRA E. CADY, CMC  
Secretary/Treasurer