



REGULAR URBAN RENEWAL AGENCY MEETING
Monday, August 13, 2012 at 3:30 p.m.
Ketchum City Hall, Ketchum, Idaho

Present: URA Chairman Mark Eshman
URA Vice Chair Trish Wilson
Commissioner Michael David
Commissioner Randy Hall
Commissioner Nina Jonas
Commissioner Jim Slanetz

Absent: Commissioner Trina Peters

Also Present: Gary Marks, Executive Director
Lisa Horowitz, Community and Economic Development Director
Lisa Enourato, Assistant to Executive Director

1. CALL TO ORDER

The meeting was called to order by Chairman Eshman at 3:40 p.m.

2. Executive Director presents proposed budget overview.

The budget contains the authority for the services and projects the agency anticipates to provide in the coming fiscal year. It contains 2 segregated self-balancing funds; general fund and the debt service fund. The budget totals \$632,478 in external appropriations. It reflects a decrease of \$108,223 as compared to the current year adopted budget, attributed to the fact there is no capital project going on in this coming year. Budget priorities:

- Fully fund the bonded debt reserve at \$478,588, which equals the average annual debt payment of the bonds over the life of the indebtedness.

The numbers with the transfers taken out are \$245,000 in the general fund and the debt service is \$387,000, which is the number that makes the principal and interest payment on the debt. There is also an internal function; the additional, of over \$181,000 to the debt service reserve, taking us to the fully funded level of the debt service. Of the \$387,000, there is \$65,000 in principal and \$320,574 in interest.

- Provide \$25,000 in funding to the proposed transit center.

The increment funds came in about \$43,000 over expectations. There are funds for the Transit Center if agreed upon.

The staffing for the URA is shared with the City with a .45 fte; not even ½ employee total for all those who work for KURA. This includes 10% of the Executive Director, 10% of the Community and Economic Development Director, 10% of Administrative Assistant, 10% of Secretary/Treasurer and 5% of Payroll Clerk. Mr. Marks described the backgrounds of each employee:

- Executive Director with 24 years experience in local government and 17 years experience in urban renewal. Actively manages overall agency and represents KURA at the Idaho Legislature.
- Community and Economic Development Director with 25 years experience in economic development and currently serves as interface to the Sun Valley Road project, primary lead for the affordable housing project, primary lead for the proposed transit center project, primary lead for the wi-fi project and other community and economic development projects as they develop.
- Administrative Assistant with 27 years of administrative experience. Maintains KURA website and assists executive director.
- Secretary-Treasurer with 38 years experience in local government administration. Administers clerical and day-to-day budget needs for the Agency.
- Payroll Clerk with 25 years in local government administration with 22 of those years in payroll administration.

Mr. Marks explained that the necessity for a Payroll Clerk is that she pays the staff and is an internal function.

3. Comments from the Public on the FY2012-2013 Budget

The following concerns were raised:

- Why are legislative expenses being allocated into the URA budget?

Mr. Marks explained that those expenses were for the power bill and maintenance of meeting space – not personnel.

- While it is fiscally responsible for the URA to use City staff, the URA sunsets so to put money from this organization into the city's general fund for staff and maintenance is concerning. When it sunsets the City's general fund gets into an awkward position.

This will not have an affect until the URA sunsets after 29 years.

- There is only one capital outlay (\$25,000), which is disappointing.

Mr. Marks stated that this year, there is approximately \$181,000 directed toward fulfilling the debt reserve this year and it will not be a requirement next year. There will be \$181,000 plus the \$25,000 that's been allotted this year available next year.

- Discuss the URA funding the CDC rather than the City.
- Discuss separate legal advising for URA from the City.

4. Urban Renewal Review

Commissioner Wilson stated there was nothing to discuss except that since there have been no decisions on the transit center, she feels no urgency to make a decision on that funding.

Commissioner Eshman asked if the URA approves the \$25,000 for the transit center and then decided they don't want to fund this, can the money be redirected? Mr. Marks answered yes.

Commissioner Slanetz stated that since there was nothing else on the table that they should put the money into the transit center but he is not yet convinced that's where they want to spend it.

Commissioner Jonas asked about the \$50,000 for professional services. Mr. Marks answered that this was a number they've used in the past for consulting services, projects like the transit center, Sun Valley Road Project, etc. This is a placeholder and if it's not spent it falls back into the fund balance for the following year. If the project occurs, however, there is an allocation for it. Commissioner Jonas asked if some of that money could be used to fund the CDC and Mr. Marks said that he thought they could. Commissioner Jonas also asked that if revenue comes up greater and they want to fund the walkability project, does that need to be allocated now or can that come out of contingency. Mr. Marks thought that the walkability project would fit nicely into the Urban Renewal Plan and that it could come out of contingency. Commissioner Jonas agreed that the debt service reserve fund should go up and that paying for the KCDC professional support would be appropriate to consider.

Mr. Marks will research to respond to Commissioner Slanetz's inquiry about whether there are interest savings or penalties for early payments.

Commissioner Eshman asked if a commitment to improving the Wifi would change the number. Community and Economic Development Director Lisa Horowitz answered that the monthly costs with Syringa will go down this next year if we keep the service. She hopes to bring a proposal to them this fall and this is just a maintenance cost for the current system.

Commissioner David asked about the \$25,000 and was it just the general contribution to the transit project. Ms. Horowitz described the second of 4 to 5 community meetings. The contribution of the KURA would be toward capital improvements if and when the City and the URA pick a site. About 6 sites will be analyzed this fall with the community.

5. Resolution 12-URA2: Approving the Proposed Budget

Commissioner Hall motioned to adopt resolution 12-URA2, seconded by Commissioner Wilson, unanimously approved.

6. Adjourn

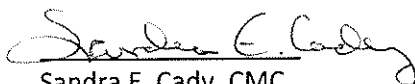
Commissioner Hall motioned to adjourn, seconded by Commissioner Jonas, unanimously approved.

The meeting was adjourned at 4:00 pm.



Mark Eshman
Chairman

ATTEST:



Sandra E. Cady, CMC
Secretary/Treasurer