

KETCHUM URBAN RENEWAL BOARD MEETING CALENDAR

Monday, January 7, 2013, beginning at 12:00 p.m.

480 East Avenue, North, Ketchum, Idaho

1. CALL TO ORDER
2. COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS.
 - a) Appointment of officers for 2013.
 - b) Resolution 13-URA1: Establishing KURA Regular and Administrative Meeting Dates for 2013
 - c) Resolution 13-URA2: Appointing _____ to the KURA Board of Commissioners.
3. COMMUNICATIONS FROM THE PUBLIC.
4. CONSENT CALENDAR.
 - a) Approval of minutes from the December 3, 2012 URA Board meeting.
 - b) Recommendation to approve current bills.
5. EXECUTIVE SESSION to discuss personnel, litigation and land acquisition pursuant to Idaho Code §§67-2345 1(a) (b), (c) and (f).
6. ADJOURNMENT.

Any person needing special accommodations to participate in the above noticed meeting should contact the Ketchum Urban Renewal Agency three days prior to the meeting at (208) 726-3841.

This agenda is subject to revisions and additions. NOTE: 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 (208) 726-3841.

Ketchum Urban Renewal Agency, Idaho

P.O. Box 2315 Ketchum, ID 83340 (208) 726-3841 Fax: (208) 726-8234



January 7, 2013

Chairman Eshman and Board of Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

Chairman Eshman and Board of Commissioners:

Appointment of Urban Renewal Officers

Introduction/History

URA By-Laws, Article 5, Officers

Section A. The officers of the Agency shall be a Chairman, a Vice Chairman, and a Secretary and such other officers as may be determined by the Agency from time-to-time to perform such duties as may be designated by the Agency.

Section B. The officers shall be elected annually by the Agency at the first regular annual meeting of the Agency. Each officer shall hold office until his successor shall have been elected. Any vacancy in any office shall be filled by the Agency by election for the unexpired portion of the term.

Resolution No. 11-URA1, adopted on February 14, 2011, appointed staff to the Board of Commissioners, as follows: Gary Marks as executive director, Stephanie Bonney as legal counsel, Lisa Horowitz as community and economic development director, and Sandra Cady as secretary/treasurer.

Current Report

January 7, 2013, being the first regular meeting of the year, is now the time to elect URA officers for the upcoming year.

Recommendation

I respectfully recommend that the Board of Commissioners elect the following Officers: Chairman and Vice Chairman.

Recommended Motion

"I move to appoint _____ as Chairman, and _____ as Vice Chairman for the upcoming year."

Sincerely,

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

Sandra E. Cady
Secretary/Treasurer

Ketchum Urban Renewal Agency, Idaho

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January 7, 2013

Chairman Eshman and Board of Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

Chairman Eshman and Board of Commissioners:

Recommendation to Adopt Resolution No. 13-URA1 Establishing KURA Regular and Administrative Meeting Dates For the Upcoming Year.

Introduction/History

Each year, pursuant to Idaho Code § 67-2343(1), the Ketchum Urban Renewal Agency establishes the regular meetings and administrative meetings for the upcoming year.

Current Report

It has been determined that listing all regular meetings to be held in 2013 and January 2014; and administrative meetings to be held in 2013 would be beneficial to the residents of and visitors to the City of Ketchum. In the past regular KURA Board meetings have been held the first Monday in January, March, May, August, and November. With administrative meetings held on the third Monday of every month. Staff is proposing that Regular Meetings be held on the third Monday of the month in order to avoid having two meetings in the same month.

Attached is Resolution Number 13-URA1 for the Chairman and Board of Commissioners consideration.

Financial Requirement/Impact

None

Recommendation

I respectfully recommend that the Board of Commissioners adopt Resolution No. 13-URA1.

Recommended Motion

"I move to approve Resolution No. 13-URA1, establishing the dates for regular meetings and administrative meetings for the upcoming year."

Sincerely,

A handwritten signature in black ink that reads "Sandra E. Cady". The signature is written in a cursive, flowing style.

Sandra E. Cady
Secretary/Treasurer

RESOLUTION NUMBER 13-URAI

A RESOLUTION OF THE KETCHUM URBAN RENEWAL AGENCY, ESTABLISHING THE DATES FOR ALL REGULAR MEETINGS FOR 2013 AND JANUARY 2014; AND ADMINISTRATIVE MEETINGS FOR 2013.

WHEREAS, regular meetings of the Ketchum Urban Renewal Agency shall be held on March 18, 2013, May 20, 2013, August 19, 2013, November 18, 2013, and January 21, 2014 at 12:00 noon at Ketchum City Hall; and

WHEREAS, administrative meetings of the Ketchum Urban Renewal Agency shall be held on the third Monday of each month at 5:15 p.m. at Ketchum City Hall unless such dates is a holiday, in which the meeting shall be held on the following Tuesday; and

WHEREAS, pursuant to Idaho Code § 67-2343(1), any public agency that holds meetings at regular intervals of at least once per calendar month scheduled in advance over the course of the year may satisfy this meeting notice by giving meeting notices at least once each year of its regular meeting schedule; and

WHEREAS, the Board of the Ketchum Urban Renewal Agency has determined that listing all regular meetings to be held in 2013 and January 2014; and administrative meetings to be held in 2013 would be beneficial to the residents of and visitors to the City of Ketchum.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE KETCHUM URBAN RENEWAL AGENCY that the regular meetings of the Ketchum Urban Renewal Agency for 2013 and January 2014 are as follows:

March 18, 2013
May 20, 2013
August 19, 2013
November 18, 2013
January 21, 2014 (Tuesday)

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE KETCHUM URBAN RENEWAL AGENCY that the administrative meetings of the Ketchum Urban Renewal Agency for 2013 are as follows:

February 19, 2013 (Tuesday)	September 16, 2013
April 15, 2013	October 21, 2013
June 17, 2013	December 16, 2013
July 15, 2013	

This Resolution will be in full force and effect upon its adoption this 7th day of January, 2013.

KETCHUM URBAN RENWAL AGENCY
KETCHUM, IDAHO

Mark Eshman,
Chairman

ATTEST:

Sandra E. Cady
Secretary/Treasurer

Ketchum Urban Renewal Agency, Idaho

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January 7, 2013

Chairman Eshman and Board of Commissioners
Ketchum Urban Renewal Agency
Ketchum, Idaho

Chairman Eshman and Board of Commissioners:

Recommendation to Adopt Resolution No. 13-URA2 For the Appointment of _____ to the URA Board of Commissioners

Introduction/History

Pursuant to Idaho Code § 50-2001 *et seq.*, the "Idaho Urban Renewal Law of 1965", the City of Ketchum created the Ketchum Urban Renewal Agency (the "Agency").

Pursuant to Idaho Code § 50-2006, the City established a Board of Commissioners for the Agency to transact the business and exercise the powers established by Idaho Code § 50-2001 *et seq.*

Pursuant to the URA Bylaws adopted on August 15, 2011, which state that the term of office for five (5) Commissioner Members consisting of the Mayor and City Council Members shall be consistent with the term of office for Mayor and/or City Council member, respectively.

Current Report

The URA Bylaws adopted on August 15, 2011, states that in the event that a Mayor or Council member resigns from the Agency Board but continues to hold office, a successor Commissioner shall be filled by a majority vote of the Board to hold the position for the remainder of the resigned member's term.

Commissioner Nina Jonas has resigned her seat on the Agency Board but continues to hold office. Any member of the Board of Commissioners can nominate a replacement.

Chairman Mark Eshman is asking the Board of Commissioners to appoint _____ to fill the vacated seat of Commissioner Nina Jonas for the remainder of her term which expires December 31, 2013.

Financial Requirement/Impact

None

Recommendation

I respectfully recommend that the Board of Commissioners adopt Resolution No. 13-URA2.

Recommended Motion

"I move to approve Resolution No. 13-URA2, approving the appointment of _____ to the Board of Commissioners of the Ketchum Urban Renewal Agency."

Sincerely,



Sandra E. Cady
Secretary/Treasurer

RESOLUTION NUMBER 13-URA2

AN RESOLUTION OF THE URBAN RENEWAL BOARD OF COMMISSIONERS OF THE KETCHUM URBAN RENEWAL BOARD, FOR THE APPOINTMENT OF _____ TO THE BOARD OF COMMISSIONERS OF THE KETCHUM URBAN RENEWAL AGENCY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Idaho Code § 50-2001 *et seq.*, the “Idaho Urban Renewal Law of 1965”, the City of Ketchum created the Ketchum Urban Renewal Agency (the “Agency”); and

WHEREAS, pursuant to Idaho Code § 50-2006, the City established a Board of Commissioners for the Agency to transact the business and exercise the powers established by Idaho Code § 50-2001 *et seq.*; and

WHEREAS, the Bylaws adopted on August 15, 2011, states that the term of office for five (5) Commissioner Members consisting of the Mayor and City Council Members shall be consistent with the term of office for Mayor and/or City Council member, respectively.

WHEREAS, the Bylaws adopted on August 15, 2011, states that in the event that a Mayor or Council member resigns from the Agency Board but continues to hold office, a successor Commissioner shall be filled by a majority vote of the Board to hold the position for the remainder of the resigned member’s term.

WHEREAS, Commissioner Nina Jonas has resigned her seat on the Agency Board but continues to hold office, and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE KETCHUM URBAN RENEWAL AGENCY OF THE CITY OF KETCHUM, IDAHO:

That _____ is hereby appointed to serve as a member of the Board of Commissioners for the Ketchum Urban Renewal Agency, to fill the vacated seat of Commissioner Nina Jonas for the remainder of her term which expires December 31, 2013.

This Resolution will be in full force and effect upon its adoption this 7th day of January, 2013.

KETCHUM URBAN RENEWAL AGENCY

Mark Eshman,
Chairman

ATTEST:

Sandra E. Cady
Secretary/Treasurer



SPECIAL MEETING OF THE KETCHUM
URBAN RENEWAL AGENCY
December 3, 2012

Commissioners present: Chairman Mark Eshman
Vice-Chairman Trish Wilson
Commissioner Michael David
Commissioner Randy Hall
Commissioner Nina Jonas
Commissioner Trina Peters
Commissioner Jim Slanetz

Also present: Ketchum Community and Economic Development Director Lisa Horowitz
Recording Secretary Sunny Grant

1. This Special Meeting of the Ketchum Urban Renewal Agency was called to order by Chairman Mark Eshman at 5:00p.m. at City Hall, Ketchum, Idaho.

2. **Communications from the Board of Commissioners**

Commissioner Nina Jonas said there appeared to be discrepancies in the property cost and square foot cost in the audit and on the Q&A sheet distributed to Commissioners. CED Director Lisa Horowitz said the property cost in the audit included the down payment; and the discrepancy in square foot cost was caused by inclusion of the land cost.

3. **FY2011-2012 Audit Report**

Dennis Brown, CPA, concluded an independent audit of the books and records of the Ketchum Urban Renewal Agency for the year ended September 30, 2012, and issued an unqualified (clean) opinion.

Brown said the URA's tax incremental revenue coming from property taxes had steadily increased over the last four years. The economy and tax base are expanding, and property tax revenue continues to increase. The Sun Valley Road property was improved, and is now providing a return on investment.

Commissioner Trina Peters moved to accept the Audit Report for FY2011-12 prepared by Dennis Brown, CPA. Motion seconded by Commissioner Randy Hall, and passed unanimously.

4. **Public Comment**

There was no public comment at this time.

5. **Consent Calendar**

- a. Approval of minutes from the November 19, 2012 URA Board meeting
- b. Recommendation to approve current bills

Commissioner Trina Peters moved to accept the Consent Calendar for December 3, 2012. Motion seconded by Commissioner Randy Hall, and passed unanimously.

6. **Any Other Business**

Commissioner Trina Peters suggested Randy Young's projections for the URA be updated, since original projections were based on Warm Springs and River Run starting in the next couple years.

7. **Adjournment**

Commissioner Nina Jonas moved to adjourn at 5:16 pm. Motion seconded by Vice-Chairman Trish Wilson, and passed unanimously.

MARK ESHMAN,
Chairman

ATTEST:

SANDRA E. CADY, CMC
Secretary/Treasurer

Report Criteria:

Invoices with totals above \$0 included.
Paid and unpaid invoices included.
[Report].GL Account Number = "961000000"- "9844109930"

Vendor Name	Invoice Number	Description	Net Invoice Amount
URBAN RENEWAL AGENCY			
URBAN RENEWAL EXPENDITURES			
98-4410-3100 OFFICE SUPPLIES & POSTAGE			
JOHNNY G'S SUBSHACK, LLC	31946	URA Meeting Lunches	104.64
98-4410-4200 PROFESSIONAL SERVICES			
DOROTHY'S SECRETARIAL SER	12/18/12	URA Project	44.00
GRANT, SUZANNE	120412	URA Minutes 12/03/12	22.50
MOORE SMITH BUXTON & TUR	43747	1536-26 - Urban Renewal Agency	348.09
NBS-NATIONAL BENEFIT SERVI	397855	FSA Document Amendment	.66
NBS-NATIONAL BENEFIT SERVI	399005	HRA Admin	2.50
NBS-NATIONAL BENEFIT SERVI	402422	HRA Admin	2.50
SYRINGA NETWORKS	12NOV0067	WR Community Wi-Fi	1,267.00
98-4410-4400 ADVERTISING & LEGAL PUBLICATIO			
EXPRESS PUBLISHING, INC.	2196-11/12	Acct. 2196	893.55
98-4410-4800 DUES, SUBSCRIPTIONS, & MEMBERS			
REDEVELOPMENT ASSOCIATIO	M13014	Membership Dues	750.00
98-4410-4900 PERSONNEL TRAINING/TRAVEL/MTG			
ENOURATO, LISA	121312	RAI Travel Expenses	64.01
MARKS, GARY	121212	RAI Travel Expenses	95.74
98-4410-5910 REPAIR & MAINT. - 491 SV RD			
BLAINE COUNTY TAX COLLECT	131741	491 E Sun Valley Road	1,291.20
98-4410-6600 REFUNDS			
CAIRDE GROUP	120712	Refund for overpayment of gas bill	3,000.00
SUN VALLEY MARKETING ALLI	120712	Rebate Check for Overpayment of Gas Bill	1,000.00
98-4410-8801 REIMBURSE CITY GENERAL FUND			
City of Ketchum	11/30/12	Reimbursement for Salaries - November 2012	5,195.88
City of Ketchum	11/30/12	Reimbursement for Benefits - November 2012	1,687.57
City of Ketchum	11/30/12	Reimbursement for Administrative Expenses - November 2012	3,792.13
Total URBAN RENEWAL EXPENDITURES:			19,561.97
Total URBAN RENEWAL AGENCY:			19,561.97
Grand Totals:			19,561.97