

KETCHUM URBAN RENEWAL BOARD MEETING CALENDAR

Monday, September 16, 2013, beginning at 4:00 p.m.

480 East Avenue, North, Ketchum, Idaho

1. CALL TO ORDER
2. COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS.
3. EXECUTIVE SESSION to discuss personnel, litigation and land acquisition pursuant to Idaho Code §§67-2345 1(a) (b), (c) and (f).
4. COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS
 - a) Possible consideration of a Purchase and Sale Agreement regarding a Land Exchange of property owned by the Urban Renewal Agency located at 211 E. First Street, Ketchum, Idaho. Note: Pursuant to Idaho Code, this item will be considered in an Executive Session (see agenda item 3 above). If the Urban Renewal Board determines that they wish to enter into a Purchase and Sale Agreement, then this agenda item will be discussed in open session.
5. COMMUNICATIONS FROM THE PUBLIC.
6. CONSENT CALENDAR.
 - a) Approval of minutes from the August 15, 2013 and September 3, 2013 URA Board meetings.
 - b) Recommendation to approve current bills.
7. 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.



**SPECIAL MEETING OF THE KETCHUM
URBAN RENEWAL AGENCY
Ketchum City Council Chambers
August 15, 2013**

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

Also present: Executive Director Gary Marks
Secretary/Treasurer Sandra E. Cady
Ketchum Community and Economic Development Director Lisa Horowitz
Minutes written by Ketchum Recording Secretary Sunny Grant

1. This Special Meeting of the Ketchum Urban Renewal Agency was called to order by Chairman Mark Eshman at 3:20p.m. at City Hall, Ketchum, Idaho.

2. Executive Director presents proposed budget overview

The beginning cash balance is just under \$200,000.

Revenue:

The tax assessor estimates the increment revenue at \$708,763. The \$44,000 is for Rent and the Miscellaneous revenue is the common area reimbursement, all from the 491 Sun Valley Road building. Proposed revenue is \$754,000. The cash balance total resources going into FY2014 is \$951,553.

Projected Ending Fund Balance for FY2013 is \$196,790.

In public budgeting, Total Appropriations is the sum of expenses that are generally grouped into:

Personal Services - \$77,412 – administrative personnel.

Materials and Services – Budgeted at \$109,982. Professional Services is \$50,000, but will probably spend only about half of that this year.

Capital Outlay - \$200,000 – Suggested capital projects are \$50,000 for the Transit Hub, \$15,000 for an energy efficiency project, and save the remaining \$145,000 for bigger projects.

Last year, \$568,787 was transferred from the URA General Fund—\$387,000 for debt service, and the rest to build up the bond reserve as required by the bond agreement. \$478,588 is the bond reserve number that must be maintained until the bond is paid off in 2035. Immediately after the housing collapse, banks were very nervous about bond reserves, and required a double reserve. The bank holds the other bond reserve. The bond payment escalates every year, with some of the principal backloaded.

3. Comments from the public on the FY2013-2014 Budget

There were no comments from the public at this time.

4. Urban Renewal Review

Commissioners discussed an energy efficiency project, not necessarily solar panels. Commissioner Slanetz suggested Starbucks get involved. Commissioners wanted such a project to be noticeable to the public.

5. Resolution 13-URA5: Approving the Proposed Budget

Commissioner Randy Hall moved to adopt Resolution 13-URA5 approving the proposed budget. Motion seconded by Commissioner Tim Eagan, and passed unanimously.

6. Commissioner Michael David moved to go into Executive Session to discuss land acquisition, pursuant to Idaho Code 67-2345 1(c). Motion seconded by Commissioner Trina Peters. Roll call: Commissioner Jim Slanetz yes, Commissioner Tim Eagan yes, Commissioner Randy Hall yes, Commissioner Trish Wilson yes, Commissioner Michael David yes, Commissioner Trina Peters yes, Chairman Mark Eshman yes. Motion passed unanimously.

7. ADJOURNMENT

Commissioner Michael David moved to adjourn at 4:35 pm. Motion seconded by Commissioner Trina Peters, and passed unanimously.

MARK ESHMAN,
Chairman

ATTEST:

SANDRA E. CADY, CMC
Secretary/Treasurer



**SPECIAL MEETING OF THE KETCHUM
URBAN RENEWAL AGENCY
Tuesday, September 3, 2013**

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

Also present: Executive Director Gary Marks
Special Ketchum City Attorney Paul Fitzer
Ketchum Community and Economic Development Director Lisa Horowitz
Minutes written by Ketchum Recording Secretary Sunny Grant

1. This Special Meeting of the Ketchum Urban Renewal Agency was called to order by Chairman Mark Eshman at 4:50p.m. at City Hall, Ketchum, Idaho.

2. Communications from the Board of Commissioners
No comments at this time.

3. Communications from the Public

- Ben Worst asked if there would be opportunity to comment on the land exchange. After the Board of Commissioners discusses the land exchange in Executive Session, they will take public comment.

- Phyllis Shafran asked if a decision had already been made on the land exchange.

Chairman Mark Eshman said no contract had been signed, and the Commission couldn't execute an exchange without public comment.

Special Ketchum City Attorney Paul Fitzer said the URA is contemplating a pending contract that it will discuss in Executive Session.

- Mr. Kaiser said he and his wife are Seattle residents who are thinking of relocating to their property at 631 N. Third. They are interested in what is going to happen to the property across the street, especially if it might be upzoned. He asked how the land exchange had been noticed.

CED Director Lisa Horowitz said no notice is required of purchase and sale agreements. A rezoning would be noticed to every property owner within 300 feet, regardless of their home address, with 15 days notice of a public hearing.

4. Public Hearings

Resolution 13-URA6, adopting the FY2013-14 Budget

Executive Director Gary Marks said the Board of Commissioners reviewed the proposed budget at their August 15 meeting. Several changes were made at that time to the URA General Fund:

- Revenue – Added \$10,000 in Miscellaneous Revenue
- Capital Outlay – \$145,000 to capital projects, \$50,000 downtown transit center and \$15,000 to energy efficiency projects

The Debt Service Fund – Debt Service for bond payments is unchanged.

PUBLIC COMMENT – NONE

Commissioner Randy Hall moved to approve Resolution 13-URA6, adopting the FY2013-14 Budget. Motion seconded by Commissioner Trina Peters, and passed unanimously.

Chairman Mark Eshman noted that, in spite of the Recession, the Ketchum URA has had more money every year.

5. Consent Calendar

Approval of minutes from the August 5, 2013 URA Board meeting

Recommendation to approve current bills

Commissioner Trish Wilson moved to approve the Consent Calendar for September 3, seconded by Commissioner Trina Peters. Motion passed unanimously, with Commissioner Tim Eagan abstained since he wasn't at the meeting.

6. Communications from Staff/Executive Session.

Commissioner Michael David moved to go into Executive Session to discuss a Purchase and Sale Agreement regarding a Land Exchange of property owned by the Urban Renewal Agency located at 211 E. First Street Ketchum, Idaho, pursuant to I.C. 67-2345 1(c). Motion seconded by Commissioner Randy Hall. Roll call: Commissioner Michael David yes, Commissioner Randy Hall yes, Commissioner Trina Peters yes, Commissioner Tim Eagan yes, Commissioner Jim Slanetz yes, Vice-Chairman Trish Wilson yes, Chairman Mark Eshman yes. Motion passed unanimously.

7. ADJOURNMENT

Commissioner Michael David moved to adjourn at 5:25 pm. Motion seconded by Commissioner Randy Hall, 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			
98-4410-2500 HEALTH INSURANCE - CITY			
STARLEY-LEAVITT INS. AGENC	16531-08/13	Service Fee	4.05
98-4410-2505 HEALTH REIMBURSEMENT ACCT(HRA)			
NBS-NATIONAL BENEFIT SERVI	CP-0113120	August HRA Claims	63.95
98-4410-4200 PROFESSIONAL SERVICES			
GRANT, SUZANNE	090313	URA Minutes 08/15/13	52.50
GRANT, SUZANNE	090313	URA Minutes 09/03/13	15.00
JOE'S BACKHOE SERVICES	15409	Waterline Camera	765.00
MOORE SMITH BUXTON & TUR	44991	1536-26 - Urban Renewal Agency	1.36
MOORE SMITH BUXTON & TUR	44993	1536-03 - General	552.83
NBS-NATIONAL BENEFIT SERVI	427304	HRA Admin Fees	3.06
98-4410-4400 ADVERTISING & LEGAL PUBLICATIO			
EXPRESS PUBLISHING, INC.	2196-08/13	Acct. 2196	805.86
98-4410-7850 KCDC WALKABILITY PROJECT			
CONRAD BROTHERS OF IDAHO	1811	Walkability	7,493.47
Total URBAN RENEWAL EXPENDITURES:			9,757.08
Total URBAN RENEWAL AGENCY:			9,757.08
Grand Totals:			9,757.08