



# Ketchum Urban Renewal Agency

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

## Regular Meeting

### ~ Minutes ~

Monday, November 16, 2015

2:00 P.M.

Ketchum City Hall

**Present:** Chairman Baird Gourlay  
Commissioner Mark Nieves  
Commissioner Shelley Siebel  
Commissioner Jim Slanetz  
Vice Chair Tim Eagan  
Commissioner Anne Corrock  
Commissioner Gary Lipton

**Staff Present:** Micah Austin, Director of Planning and Building  
Ryan Armbruster, URA Attorney – By Phone  
Robin Crotty – Recording Secretary

#### 1. CALL TO ORDER

Meeting called to order at 2:05 pm by Chair Baird Gourlay.

#### 2. CONSENT CALENDAR

- a. Approval of Minutes October 19, 2015 Regular Meeting
- b. Approval of Current Bills

Chair Baird Gourlay asked for questions on minutes and bills.

Commissioner Annie Corrock asked for clarification on the Redevelopment Association of Idaho fees. Micah Austin Director of Planning & Building explained the membership dues.

#### Motion to approve Consent Calendar

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jim Slanetz, Commissioner
<b>SECONDER:</b>	Mark Nieves, Commissioner
<b>AYES:</b>	Nieves, Siebel, Gourlay, Slanetz, Lipton, Corrock, Eagan

#### 3. COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS

Commissioner Gary Lipton asked about signs and the URA being recognized for donating funds. All the Commissioners were in agreement that small signs for recognition should be on the individual projects. Gary Lipton advised the commissioners of an article in the New York Times regarding Public Institutions and Restrooms and trans gender restrooms becoming a concern in the future.

##### a. Proposal to install an ATM cash machine at 491 SV Road in the common area

Micah Austin Director of Planning & Building talked about the location of a possible ATM machine. Attorney Ryan Armbruster recommends going out for an RFP. Commissioner Gary Lipton has received a quote from US Bank and has also offered to solicit 4 major banks in the Ketchum area to get soft quotes prior to Micah Austin writing an RFP. The commissioners do not want staff time being taken up with this.

**4. COMMUNICATIONS FROM THE PUBLIC**

- a. **Request from the Ketchum Arts Commission for allocating a percentage of KURA funds towards public art**

Moved to next meeting

**5. NEW BUSINESS**

- a. **Discussion and Approval of Resolution 15-URA8, appropriating funds for public infrastructure projects**

- b. **Discussion of redirecting some agency funds allocated for the Guy Coles Skate Park to replacement of the Town Square restrooms.**

Agenda items 5a & 5b were combined for discussion.

Chair Baird Gourlay brought the commission up to date on the council level discussion.

Micah Austin Director of Planning & Building talked about the budgeted dollar amount and the resolution before them and asked how they want these funds allocated and if they want to spend those funds on both bathrooms. The staff is requesting direction.

Chair Baird Gourlay opened the meeting up for discussion. Commissioner Mark Nieves asked what Jen Smith, Director of Parks and Recreation had to say. Micah Austin Director of Planning & Building explained that Jen Smith was in support of the idea. Mark Nieves asked about how the URA funds could be used in regards to new bathrooms and if Council is involved with the funding of this project. There is not a definitive answer at this time. Commissioner Anne Corrock was in support of using the money but thinks council should be involved. If more money is required a proposal needs to be brought before the URA. Vice Chair Tim Eagan asked how the Guy Coles Skate park funding got put into a conversation with the town square restrooms. Micah Austin Director of Planning & Building explained the history. Commissioner Anne Corrock explained that all park restrooms are closed in the winter. There was a discussion regarding the responsibility of solving the issue of the restrooms. Chair Baird Gourlay will talk with City Administrator Suzanne Frick and get this put back on the council agenda. Resolution 15-URA8 - may need a timeline added. Baird Gourlay said we will wait to get an answer from the city before signing Resolution 15-URA8

**Motion to continue Resolution 15-URA8 to the next URA Meeting.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Anne Corrock, Commissioner
<b>SECONDER:</b>	Tim Eagan, Vice Chair
<b>AYES:</b>	Eagan, Lipton, Nieves, Siebel, Corrock, Slanetz, Gourlay

- c. **Discuss and Approval of Resolution 15-URA9, clarifying the termination date for the KURA Plan.**

Attorney Ryan Armbruster explained the resolution in the packet. The termination date for the KURA will be 2030.

Chair Baird Gourlay asked for questions. There were none.

**Motion to approve Resolution 15-URA9**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mark Nieves, Commissioner
<b>SECONDER:</b>	Tim Eagan, Vice Chair
<b>AYES:</b>	Eagan, Lipton, Nieves, Siebel, Corrock, Slanetz, Gourlay

**6. OLD BUSINESS****a. Discussion of Request for funding from Kato Holdings LLC for public infrastructure necessary for development of 231 Sun Valley Road (Micah Austin, Planning and Building Director)**

Chair Baird Gourlay is moving this agenda item forward. Baird Gourlay asked Attorney Ryan Armbruster if he has a conflict of interest in dealing with Paul Conrad. He outlined the areas of his personal life where a conflict might exist.

Attorney Ryan Armbruster explained what a conflict of interest is. He talked about a remote interest and explained how that works. Ryan Armbruster voiced concern regarding the merging of company's being a conflict and suggested Baird Gourlay recuse himself from this item on the agenda.

Chair Baird Gourlay turned the meeting over to Vice Chair Tim Eagan.

Micah Austin, Director of Planning & Building presented the background of the project and outlined the request of reimbursement payments rather than a contract after improvements have been completed. Paul Conrad is present to answer any questions. Commissioner Mark Nieves asked questions regarding the current state of the project and Micah Austin explained where they are in the process right now.

Paul Conrad explained that he is ready to submit for a permit but won't submit without a full commitment to do the overhead to underground project. He explained the project and its history. He explained that he will be going to the City of Ketchum to try to get some of the franchise fees to assist with the funding of this project.

Commissioner Mark Nieves questioned how soon they would break ground if this is approved. Paul Conrad said it was up to Idaho Power. Mark Nieves asked Micah Austin Director of Planning & Building about the direct payment. Micah Austin explained the budget process and agrees there should be an expiration term.

Commissioner Gary Lipton talked about where funding could be taken from and had questions regarding signage being put up to say the URA donated.

Commissioner Shelley Siebel thanked Paul Conrad for the presentation.

Commissioner Jim Slanetz does not know if doing this on an individual basis is the way to go. He talked about getting money from the franchise. He would like to see the power lines buried and would like to see a city wide proposal to get this project done.

Paul Conrad talked about TIF funds and how those funds get used. Commissioner Gary Lipton asked how much other businesses are contributing to the \$175,000. There was then a discussion regarding cash versus land contribution.

Commissioner Anne Corrock addressed concerns of future undergrounding and how this affects our future comprehensive look at further undergrounding. There was a discussion regarding engineering costs and how to proceed with all the future undergrounding and the fairness of the funding of the project.

Vice Chair Tim Eagan voiced his support for this project and the \$58,975 contribution.

Micah Austin Director of Planning & Building suggested a motion and a vote and recommended a resolution and agreement with Paul Conrad. He also recommended that reimbursement not be paid until all C.O. requirements have been met. The specifics on how the agreement should be written were discussed.

Micah Austin said the details of the project are in the packet. Commissioner Jim Slanetz is asking for a complete cost of the entire project instead of in piece meal and wants more information.

**Motion to pursue the agreement with KATO Holding for \$58,975 for underground lines and direct staff to put together an agreement and bring it back to the board for approval.**

<b>RESULT:</b>	<b>ADOPTED [5 TO 1]</b>
<b>MOVER:</b>	Mark Nieves, Commissioner
<b>SECONDER:</b>	Anne Corrock, Commissioner
<b>AYES:</b>	Eagan, Lipton, Nieves, Siebel, Corrock
<b>NAYS:</b>	Jim Slanetz
<b>RECUSED:</b>	Baird Gourlay, Chair

**b. Current funding requests report and update (Micah Austin, Planning and Building Director)**

Micah Austin Director of Planning & Building explained that there have been no new funding requests; however, he outlined the existing requests.

**7. LEGISLATIVE UPDATES**

Attorney Ryan Armbruster outlined what is being talked about at the Legislative Level. Micah Austin Director of Planning & Building said the legislative updates will be on the agenda in the upcoming months. Chair Baird Gourlay asked if Ryan Armbruster thinks there is a concern regarding what is happening at the legislative level and if the commission should send a letter to the legislature. Ryan Armbruster said it would be appropriate and they will continue to discuss this in future meetings.

Micah Austin, Director of Planning & Building asked if they would like to reschedule the December 21, 2015 URA meeting to December 14, 2015.

**Motion to cancel the December 21, 2015 meeting to a special meeting on December 14, 2015 at 2pm.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jim Slanetz, Commissioner
<b>SECONDER:</b>	Mark Nieves, Commissioner
<b>AYES:</b>	Eagan, Lipton, Nieves, Siebel, Corrock, Slanetz, Gourlay

**8. EXECUTIVE SESSION PURSUANT TO: Idaho Code Sections 74-206(1)(f) and 74-206(1)(c)**

**Motion to go into Executive Session to discuss Idaho Code Sections 74-206(1)(f) and 74-206(1)(c) at 3:40 p.m.**

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Anne Corrock, Commissioner  
**SECONDER:** Jim Slanetz, Commissioner  
**AYES:** Eagan, Lipton, Nieves, Siebel, Corrock, Slanetz

Motion to come out of Executive Session at 4:34 p.m.

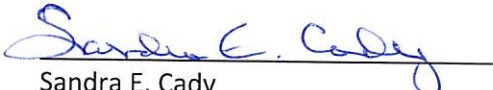
**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Tim Eagan, Commissioner  
**SECONDER:** Gary Lipton, Commissioner  
**AYES:** Eagan, Lipton, Nieves, Siebel, Corrock, Slanetz

9. ADJOURNMENT.

Motion to Adjourn at 4:35 p.m.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Tim Eagan, Commissioner  
**SECONDER:** Gary Lipton, Commissioner  
**AYES:** Eagan, Lipton, Nieves, Siebel, Corrock, Slanetz

  
Baird Gourlay, Chairman

ATTEST:  
  
Sandra E. Cady  
Secretary/Treasurer