

KETCHUM URBAN RENEWAL BOARD MEETING AGENDA

REGULAR MEETING

**August 15, 2016, beginning at 2:00 p.m.
480 East Avenue, North, Ketchum, Idaho**



1. 2:00 PM- CALL TO ORDER
2. CONSENT CALENDAR
 - a. Approval of Minutes:
 1. July 18, 2016 Regular Meeting
 - b. Approval of Current Bills: see packet
3. COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS
4. COMMUNICATIONS FROM THE PUBLIC
5. LEGISLATIVE UPDATES (Ryan Armbruster, KURA Attorney)
6. STAFF REPORTS
7. EXECUTIVE SESSION PURSUANT TO: Idaho Code Sections 74-206(1)(f), to communicate with legal counsel to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated and 74-206(1)(c) to acquire an interest in real property not owned by a public agency.
8. ADJOURNMENT

Any person needing special accommodations to participate in the above noticed meeting should contact the Ketchum Urban Renewal Agency 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.

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Ketchum Urban Renewal Agency

480 East Avenue North
Ketchum, ID 83340

<http://ketchumidaho.org/>

Regular Meeting

~ Minutes ~

Baird Gourlay
208-726-3841

Monday, July 18, 2016

2:00 pm

Ketchum City Hall

Present: Chairman Baird Gourlay
Vice Chair Tim Eagan
Commissioner Mark Nieves
Commissioner Jim Slanetz - Skype
Commissioner Gary Lipton
Commissioner Jae Hill

Absent: Commissioner Shelley Seibel

Staff Present: Micah Austin, Director of Planning and Building
Sandy Cady, Secretary/Treasurer
Robin Crotty, Recording Secretary

1. CALL TO ORDER

Meeting called to order at 2:06 pm. and a roll call was taken. Commissioner Shelley Siebel was absent. Jim Slanetz is on the speaker phone.

2. EXECUTIVE SESSION PURSUANT TO: Idaho Code Sections 74-206(1)(f), to communicate with legal counsel to discuss the legal ramifications of and legal options for pending litigation or controversies not yet being litigated but imminently likely to be litigated and 74-206(1)(c) to acquire an interest in real property not owned by a public agency.

Motion to go into Executive Session at 2:06 p.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Eagan, Vice Chair
SECONDER:	Jae Hill, Commissioner
AYES:	Nieves, Gourlay, Slanetz, Eagan, Hill
ABSENT:	Lipton, Siebel

Commissioner Gary Lipton arrived at 2:12 p.m. into Executive Session.

Motion to come out of Executive Session at 2:30 p.m

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Eagan, Vice Chair
SECONDER:	Jae Hill, Commissioner
AYES:	Nieves, Gourlay, Slanetz, Eagan, Hill, Lipton
ABSENT:	Shelley Siebel, Commissioner

3. CONSENT CALENDAR**a. Approval of Minutes:****1. June 20, 2016 Regular Meeting****b. Approval of Current Bills: see packet**

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Eagan, Vice Chair
SECONDER:	Mark Nieves, Commissioner
AYES:	Nieves, Gourlay, Slanetz, Lipton, Eagan, Hill
ABSENT:	Shelley Siebel, Commissioner

4. COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS

Commissioner Gary Lipton would like Commissioner Jae Hill to be on the KCDC Board. Chair Baird Gourlay would like to research this and will get back to Commissioner Lipton.

Vice Chair Tim Eagan talked about the article in the Mountain Express regarding SVED and Mayor Nina Jonas. He requested that this topic go on the budget agenda today. Chair Baird Gourlay explained that the Mayor will be funding SVED and he will talk with Director of Planning & Building Micah Austin about getting this on the next agenda. Commissioner Jae Hill commented regarding funding projects and how to define the matrix going forward.

Commissioner Gary Lipton talked about funding KCDC in the past.

a. Discussion of utilizing KURA funds for Sun Valley Economic Development

- b. Sun Valley Economic Development Director Harry Griffith gave an overview of what Ketchum and the URA are able to provide. Commissioner Jae Hill outlined how he would like the conversation to progress when the time comes. Harry Griffith outlined what was received in the past and what they are currently requesting.

5. COMMUNICATIONS FROM THE PUBLIC

Sean Tajkowski talked about Fiber Optic for KIC and a possible 50% cost savings with Micro-trenching.

Mark Penn proposed replacement of tennis courts and expressed his support in the funding of refurbishing the tennis courts.

George Foster Warm Springs expressed his support for the funding of the refurbishing of the tennis courts and his reasons behind that.

6. NEW BUSINESS**a. Presentation on roles and responsibilities of KURA Board Members**

Chair Baird Gourlay explained that they will come back to this topic at the end of the meeting if time allows.

b. Discussion and approval of Resolution 16-URA3, adopting criteria for evaluating funding requests

Micah Austin Director of Planning & Building outlined Resolution 16-URA3. The change in wording was discussed.

Motion to amend Resolution 16-URA3 with two changes, one eliminating the word rare, the second is to correct the date to July 18th, 2016.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jae Hill, Commissioner
SECONDER:	Tim Eagan, Vice Char
AYES:	Nieves, Gourlay, Slanetz, Lipton, Eagan, Hill
ABSENT:	Shelley Siebel, Commissioner

c. Request from the Ketchum Community Development Corporation (KCDC) for funding public infrastructure within the district

Micah Austin Director of Planning & Building said the request is for \$25,000. The total project is \$40,000. The \$25,000 will cover trenching and installation. Micah Austin gave the background on this project and said that all of this qualifies as public infrastructure. Commissioner Gary Lipton questioned how the public ties into the line. Micah Austin explained that he is not an expert on this but he understands that the public can tie into that.

Jon Duval Director Ketchum Innovation Center requested moving forward as is and if cost savings come forward we could use them when they are presented. He talked about the time frame.

Commissioner Jae Hill questioned how the savings would be implemented. Micah Austin Director of Planning & Building said the way in which the funding is being handled is yet to be discussed with Jon Duval. Micah Austin explained the options. Chair Baird Gourlay questioned Micah Austin on how to proceed with the funding requests. Micah Austin explained how the funding will outline if all approved and what will be left.

Vice Chair Tim Eagan questioned the Landlords contribution to KIC for the fiber optic. There was a discussion on who this would benefit from this project. Commissioner Jae Hill talked about the benefit of the line and the benefit of the infrastructure. The funding by landlords was discussed. Commissioner Gary Lipton questioned the funding of infrastructure thru SVED and expressed his agreement for growth along with Commissioner Jae Hill. Chair Baird Gourlay talked about the past success of this building.

Motion to approve this request from the Ketchum Community Development Corporation for funding with additional request that micro trenching be explored to reduce the cost.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jae Hill, Commissioner
SECONDER:	Mark Nieves, Commissioner
AYES:	Nieves, Gourlay, Slanetz, Lipton
AGAINST:	Tim Eagan, Vice Chair
ABSENT:	Shelley Siebel, Commissioner

d. Request for funding from the City of Ketchum for public infrastructure within the district

Director of Planning & Building Micah Austin distributed a handout with notes on it from Mayor Nina Jonas.

Micah Austin Director of Planning & Building clarified the funding requests as outlined. He showed how all funding requests can be met and what that means to their budget. Commissioner Jae Hill questioned the contingency fund. Micah Austin explained.

Director of Planning & Building Micah Austin talked about the funding of the tennis courts. Commissioner Jae Hill voiced concerns regarding the funding of the tennis courts. The URA needs to save their money for funding infrastructure. Commissioner Mark Nieves is in agreement with Jae Hill. Vice Chair Tim Eagan is grateful for Atkinson's Park however, shares his concerns with Commissioner Nieves and Hill. He voiced that he is opposed to this and talked about the URA becoming a default mechanism.

Director of Planning & Building Micah Austin outlined what the Plan for the URA was. The 2010 Plan was discussed with Vice Chair Tim Eagan.

Commissioner Gary Lipton was in favor of funding the tennis courts and voiced his reasons for that. Commissioner Jim Slanetz talked about positives of funding infrastructure and leans towards funding the tennis courts. Chair Baird Gourlay agrees with Commissioners Slanetz and Lipton. He presented the background in the creation of the URA and how the funding works.

Commissioner Jae Hill suggested adding community growth to the funding for the tennis courts and requested Director of Parks & Recreation Jen Smith come to the podium to explain. Jen Smith explained what the Parks & Recreation Department currently does with the Tennis Courts and what she is able to do.

Mark Penn talked about possible tournaments based on the need once there is a decent tennis court.

Motion to approve the request with additional direction to staff to explore more options in marketing and economical uses for the Tennis Courts.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jae Hill, Commissioner
SECONDER:	Gary Lipton, Commissioner
AYES:	Nieves, Gourlay, Slanetz, Lipton
AGAINST:	Tim Eagan, Vice Chair
ABSENT:	Shelley Siebel, Commissioner

e. Request for funding from the City of Ketchum to provide matching funds for a sidewalk grant within the district

Director of Planning & Building Micah Austin explained the Transportation Alternatives Program (TAP Grant). He talked about the map in the packet and the layout of the sidewalk plan. Commissioner Mark Nieves clarified that they are talking only about the match.

Motion to add this to the list of bills to be paid with this check run.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jae Hill, Commissioner
SECONDER:	Mark Nieves, Commissioner
AYES:	Nieves, Gourlay, Slanetz, Lipton, Eagan, Hill
ABSENT:	Shelley Siebel, Commissioner

f. Presentation and discussion of draft Fiscal Year 2016-17 Budget (Sandy Cady, Secretary/Treasurer)

Director of Planning & Building Micah Austin gave an outline of what the budget will be looking like and the comparison of numbers from last year to this year. Tax increments from the new hotel and when the City would be receiving those was discussed.

Secretary/Treasurer Sandy Cady distributed a hand-out of the fund balance and outlined the budget proposal in front of them. Director of Planning & Building Micah Austin clarified the funds in this year's budget as well as what is being proposed in next year's budget.

Commissioner Mark Nieves questioned the \$25,000 for KIC. Commissioner Jae Hill questioned the figures outlined on the letter from Mayor Nina Jonas. Director of Planning & Building Micah Austin clarified. Micah Austin talked about the revenue category from last year and this year.

Commissioner Jae Hill asked to add a line item for events/marketing to help see increased net investments. He would like to see a Scramble Intersection by Zions bank (two projects) and explained what a scramble intersection is. Director of Planning & Building Micah Austin explained that they could work with ITD on this and offered to take that forward. Chair Baird Gourlay questioned an events budget. Attorney Ryan Armbruster said it all depends on how it is defined. They may want to look at partnering and putting it in the budget as a place holder for now and work on the definition.

Chair Baird Gourlay would like to prioritize the requests in case other requests come forward.

Commissioner Gary Lipton talked about Northwood Condo Association. Jen Smith Director of Parks & Recreation talked about the Femeral Stream. Including the homeowners in the funding the study was talked about. Jen Smith said she would talk with City Administrator Suzanne Frick and see what could be done.

Director of Planning & Building Micah Austin clarified that the board is directing him to add KIC to the budget \$31,700 to the budget. SVED funding was discussed. The procedure for opening the budget at a later date was discussed.

g. Adoption of Resolution 16-URA5, providing for publication of notice of Public Hearing for Fiscal Year 2016-17 KURA Budget

Revising the budget was discussed. Director of Planning a& Building Micah Austin explained Resolution 16-URA5.

Motion to approve Resolution 16-URA5.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Nieves, Commissioner
SECONDER:	Jae Hill, Commissioner
AYES:	Nieves, Gourlay, Slanetz, Lipton, Eagan, Hill
ABSENT:	Shelley Siebel, Commissioner

h. Consideration of extending lease for Cairde Group at 491 Sun Valley Road (Ryan Armbruster, Attorney)

Attorney Ryan Armbruster asked for direction from the Commission on moving forward with the lease that will expire August 11, 2016.

Chair Baird Gourlay suggested getting a 3rd broker to nail this down.

7. OLD BUSINESS

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

Director of Planning & Building Micah Austin said there are none.

8. LEGISLATIVE UPDATES (Ryan Armbruster, KURA Attorney)

Attorney Ryan Armbruster talked about House Bill 606 and outlined the process.

Chair Baird Gourlay suggested that the Commission read over the materials for best practices and put this on the next council agenda.

9. STAFF REPORTS

none

10. ADJOURNMENT

Motion to adjourn at 4:06 p.m.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Eagan, Vice Chair
SECONDER:	Jae Hill, Commissioner
AYES:	Nieves, Gourlay, Slanetz, Lipton, Eagan, Hill
ABSENT:	Shelley Siebel, Commissioner

Baird Gourlay, Chair

ATTEST:

Sandra E. Cady
Secretary/Treasurer

Report Criteria:

Invoices with totals above \$0 included.
Paid and unpaid invoices included.
[Report].GL Account Number = "9610000000"- "9844109930"

Vendor Name	Invoice Number	Description	Net Invoice Amount
URBAN RENEWAL AGENCY			
URBAN RENEWAL EXPENDITURES			
98-4410-4200 PROFESSIONAL SERVICES			
CROTTY, ROBIN	071116	Contract services	160.00
98-4410-4400 ADVERTISING & LEGAL PUBLICATIO			
EXPRESS PUBLISHING, INC.	12546834	Legal URA - Quarterly	88.70
98-4410-5200 UTILITIES			
CLEAR CREEK DISPOSAL	987477	952418 072816	455.25
IDAHO POWER	2202522062 07	2502522062 072016	551.11
INTERMOUNTAIN GAS	57271230005 0	57271230005 072616	2.06
98-4410-5910 REPAIR & MAINT. - 491 SV RD			
AEP CONSULTING	2002-0101	Visitors Center Monthly Maintenance	900.00
AEP CONSULTING	2002-011	Monthly Maintenance	300.00
ALLSTAR PROPERTY MANAGE	5580	Janitorial July 2016	416.00
ALLSTAR PROPERTY MANAGE	5587	Janitorial July 2016	221.00
GEM STATE PAPER & SUPPLY	1050845-00	Supplies	147.14
GEM STATE PAPER & SUPPLY	1056142-00	Supplies	407.40
GEM STATE PAPER & SUPPLY	1058471-00	Supplies	145.62
98-4410-7100 INFRASTRUCTURE PROJECTS			
CITY OF KETCHUM	737	Atkinson Park Tennis Courts	140,000.00
IDAHO TRANSPORTATION DEPT	072616	Initial Paymt of Match Funds for TAP Grant Key No. 18910	3,000.00
Total URBAN RENEWAL EXPENDITURES:			146,794.28
Total URBAN RENEWAL AGENCY:			146,794.28
Grand Totals:			146,794.28