



Ketchum Urban Renewal Agency

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

Regular Meeting

~ Minutes ~

Baird Gourlay
208-726-3841

Tuesday, February 21, 2017

2:00 PM

Ketchum City Hall

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

Absent: Commissioner Shelley Siebel

Staff Present: Micah Austin, Director of Planning and Building
Grant Gager, Finance Director
Robin Crotty, Secretary

1. CALL TO ORDER

Chair Baird Gourlay called the meeting to order at 2:03 p.m.

2. CONSENT CALENDAR

a. Approval of Minutes:

1. January 17, 2016 Regular Meeting

b. Approval of Current Bills: see packet

Commissioner Jim Slanetz questioned the exhibit for Starbucks Lease.

Director of Planning & Building Micah Austin explained the process they went thru to verify the square footage and clarified that the exhibit is now correct.

In Lieu housing reimbursement location was questioned by Commissioner Jim Slanetz and clarified by Micah Austin

Motion to approve consent.

| | |
|------------------|---|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Jae Hill, Commissioner |
| SECONDER: | Gary Lipton, Commissioner |
| AYES: | Eagan, Lipton, Nieves, Hill, Gourlay, Slanetz |

3. COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS

Commissioner Gary Lipton requested the board do a walk thru of Starbucks in regards to the participation agreement. The timeline for doing this was discussed and Chair Baird Gourlay gave Director of Planning & Building Micah Austin direction to get the finalized list.

4. COMMUNICATIONS FROM THE PUBLIC

No communication from the public

5. NEW BUSINESS

a. Election of Officers:

- 1. Treasurer: Grant Gager (Finance Director)
- 2. Secretary: Robin Crotty (Interim City Clerk)

Motion to appoint Grant Gager as Finance Director and Robin Crotty as Secretary.

| | |
|------------------|---|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Baird Gourlay, Chair |
| SECONDER: | Gary Lipton, Commissioner |
| AYES: | Eagan, Lipton, Nieves, Hill, Gourlay, Slanetz |

Cameron Packer was introduced as the new KURA Commissioner. She will be appointed as a KURA Commissioner at the City Council Meeting later this evening.

b. Presentation of commendation plaque to Tim Eagan for outstanding civil service as a KURA Board member from 2013 to 2017 (Baird Gourlay, Chair)

Chair Baird Gourlay recognized Commissioner Tim Eagan with a plaque.

c. Discussion and approval of Resolution 17-URA2, commending Tim Eagan for his exemplary service to the Ketchum Urban Renewal Agency (Baird Gourlay, Chair)

Motion to approve Resolution 17-URA2 commending Tim Eagan for his time served on the KURA Board.

| | |
|------------------|---|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Jae Hill, Commissioner |
| SECONDER: | Gary Lipton, Commissioner |
| AYES: | Eagan, Lipton, Nieves, Hill, Gourlay, Slanetz |

d. Discussion and approval of Resolution 17-URA4 approving Owner Participation Agreement with Trail Creek Fund LLC for public improvements related to the Auberge Resort Hotel project (Micah Austin and Ryan Armbruster)

Tim Eagan - recused.

Director of Planning & Building Micah Austin talked about the final number for the agreement and explained that there was concerns regarding the language in the agreement. Micah Austin clarified the requirements. The added language is on page 7 of the agreement and has been reviewed by both attorneys. Micah Austin read aloud the changes. Commissioner Gary Lipton questioned the payment. Attorney Ryan Armbruster explained the process in which the approvals and payments will occur. Gary Lipton questioned what would happen if things don't happen in the way in which it is outlined. Ryan Armbruster explained that the way in which the agreement is outlined the only thing the KURA would ever be out is one 6-month tax increment payment. Gary Lipton questioned if the agreement could be changed to make sure we don't even lose that. Ryan Armbruster explained the agreement would need to be re-done.

Director of Planning & Building Micah Austin explained that we need to approve 17-URA4 which will approve the contract. Commissioner Jae Hill questioned the timeline. Micah Austin clarified.

Motion to approve Resolution URA 17-004.

| | |
|------------------|---|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Mark Nieves, Commissioner |
| SECONDER: | Jae Hill, Commissioner |
| AYES: | Eagan, Lipton, Nieves, Hill, Gourlay, Slanetz |

e. Discussion and approval of resolution 17-URA5 authorizing Dick Fosbury to proceed with Scope of Work (Micah Austin and Ryan Armbruster)

Director of Planning & Building Micah Austin explained that they are ratifying the approval from last month's meeting in regards to authorizing Dick Fosbury to do work for the KURA. Resolution 17-URA5 approved the agreement. KURA Attorney Ryan Armbruster has reviewed the Scope of Work and gave an overview of what the contract involved.

Commissioner Jae Hill asked if we could separate the scope of service into two separate components. Data gathering being one and the petition being the second. Jae Hill would like to see the gathering of data being completed before we authorize the gathering of signatures. He gave his reasons for this request.

Commissioner Jim Slanetz has concerns about the KURA commitment. He would like to see the numbers up front. Chair Baird Gourlay asked for clarification of the contract. Director of Planning & Building Micah Austin explained that the phases are not broken out but he thinks the changes could be made. Attorney Ryan Armbruster explained how the division could work into the Scope of Services.

Chair Baird Gourlay asked Dick Fosbury what his plan of action is. Dick Fosbury anticipates there will be several conversations for the benefiting property owners. He said he is flexible with this. His only concern was how long it takes to get things done. He explained the process and the timeline. Commissioner Gary Lipton questioned when Idaho Power will give the cost factor. Dick Fosbury explained that the KURA already has that information. There was a discussion among the Commissioners regarding where the Council stands on this. Commissioner Tim Eagan explained that the \$5,000 needs to be spent to make an intelligent decision. Vice Chair Mark Nieves was in agreement with Jae Hill.

Chair Baird Gourlay directed Director of Planning & Building Micah Austin to make those modification changes. Baird Gourlay said to approve URA17-0015 with the discussed changes. Ryan Armbruster will work out the details with Director of Planning & Building Micah Austin

Motion to adopt Resolution 17-URA5 as amended.

| | |
|------------------|---|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Jae Hill, Commissioner |
| SECONDER: | Mark Nieves, Commissioner |
| AYES: | Eagan, Lipton, Nieves, Hill, Gourlay, Slanetz |

Dick Fosbury gave an update on how things are progressing in the alley. He explained he has collected all the plans from the last 2 years. He has retained services from Bill Tormey and Electrician Matt Bauer because of the nature of electrical fees. Their fees will be included in the not to exceed fee.

He has met with Idaho Power today and has a much clearer idea on how to proceed. He has an appt. With Cox Communications on March 1, 2017. Smokey Mtn. Pizza location was discussed and what is needed for that location. Dick Fosbury will have a written report for next meeting on March 20, 2017.

f. Discussion and approval of Scope of Services proposals from local firms for appraising 491 Sun Valley Rd (Micah Austin)

Director of Planning & Building Micah Austin explained what the staff has done and talked about the quote for appraisals that they have received so far. Both quotes are in the packet.

Commissioner Jae Hill questioned what the time-frame for completion is. Three weeks out is outlined in the packet.

Motion to authorize Sun Valley Appraisal to complete an appraisal of 491 Sun Valley Rd for a cost not to exceed \$3,000 and to have it by the next meeting

| | |
|------------------|---|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Tim Eagan, Commissioner |
| SECONDER: | Mark Nieves, Commissioner |
| AYES: | Eagan, Lipton, Nieves, Hill, Gourlay, Slanetz |

g. Update on City projects that have received KURA funding, including the Warm Springs Sidewalk Project and the Atkinson Park Tennis Courts (Robyn Mattison, Public Works Director)

Micah Austin outlined in detail and gave the dollar amounts that have been spent on city project. 2 projects we've committed to and paid. 4 projects we committed to and have not paid any money out at this point.

Director of Public Works/City Engineer Robyn Mattison and Jen Smith Director of Parks and Recreation talked about tennis courts, sidewalks, skate park and Northwood Natural Area. Robyn Mattison outlined the details of the tennis courts project and talked about all that has been completed at this time. She showed pictures of before, during construction and where the tennis courts are at as of now. She outlined the contractors and where they are in the budgeted dollar amounts and what has been paid to this point and what is left. Total estimate is under \$250,000. There is a remaining budget of \$31,600. Tim Eagan asked for dates of the concrete pour. There were no freezing temperatures during the pour. Drinking fountain and furniture were discussed. Mayor Nina Jonas talked about the 5% art money that could be used. She talked about the contract for Vvykin but that should solve the water issue. Mayor

Jonas would like these two options looked at and discussed. Lighting was discussed among Mayor Nina Jonas and the Commissioners.

Director of Public Works/City Engineer Robyn Mattison talked about Warm Springs Sidewalks and how much the KURA has dedicated to this project as well as what the City is contributing. Robyn Mattison outlined the locations of the new sidewalks and there was a discussion among Commissioners in regards to parking, bike paths, drywells and retaining walls. Estimated costs and where we are in the process was presented. It was discussed that this project could be done this summer. Director of Planning & Building Micah Austin reiterated that the board was in agreement of eliminating the bike path and moving the sidewalk over. There was a discussion in regards to the property next to Sun Summit and how that will be developed later.

Director of Public Works/City Engineer Robyn Mattison outlined the Ketchum Town Square Restrooms project. Robyn Mattison talked about putting an energy efficiency restroom in Town Square and gave the recommendation from the Energy Advisory Committee. There was an estimated restroom cost presented. Commissioner Gary Lipton talked about Visit Sun Valley no longer needing our space and brain stormed ideas for that location. Gary Lipton suggested this get tabled until a future date when more is known in regards to Visit Sun Valley. Chair Baird Gourlay talked about SIPS that are highly energy efficient. Commissioner Jae Hill questioned if the restrooms are 2 single shots. Robyn Mattison confirmed that they are.

Director of Parks & Recreation Jen Smith showed phase 3 of the skate park. She gave a preliminary cost estimate and talked about where the funds are coming from. A capital campaign was approved for the final \$15,000 that the project is short. This project could be completed this summer. Commissioner Gary Lipton suggested that if they don't get the money thru the capital campaign the KURA should give the rest to make this project happen. Vice Chair Mark Nieves talked about what Boise is doing in regards to X-games. Director of Planning & Building Micah Austin went over the figures that the KURA has committed to these projects.

Northwood Natural Area Study was outlined. The dollar amount the KURA has committed was talked about. Director of Parks & Recreation Jen Smith gave the background of this property and how the City obtained it. Brainstorming of what could be done was discussed. Commissioner Jae Hill questioned the flood zone. Director of Planning & Building Micah Austin explained that the entire area is in the 100-year flood zone. Micah Austin also explained what the KURA has committed to.

6. OLD BUSINESS

There is no old business

7. LEGISLATIVE UPDATES (Ryan Armbruster, KURA Attorney)

Attorney Ryan Armbruster went over the Legislative updates. He outlined House Bill's 116, 103, 117 and 192.

Director of Planning & Building Micah Austin explained that House Bill 116 is the only one that could affect the KURA. He explained what House Bill 116 means should it be passed. The bills meaning was discussed among the Commissioners and Attorney Ryan Armbruster.

8. STAFF REPORTS

Director of Planning & Building Micah Austin advised that SVMA wants to renew their lease. We are currently on a month to month and will be working on a new lease rather than a renewed lease.

Arduous Development (next Stage). They are asking to rent the dollhouse lot as McAlvain Construction has done for \$1500 a month. They would like to start construction in April and finish sometime next Spring. No decision is needed at this time. Chair Baird Gourlay asked that this be put on the next agenda.

Director of Planning & Building Micah Austin advised that the Starbucks Building will be discussed at tonight's council meeting.

Commissioner Jae Hill advised that Ketchum is hosting the 2017 Idaho APA Annual Conference which will be held at the Limelight Hotel. He suggested a presentation by staff in regards to the development agreements.

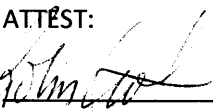
Commissioner Jae Hill suggested a future project being a scramble at Sun Valley Rd. and Hwy. 75

9. ADJOURNMENT

Motion to adjourn at 4:06 p.m.

| | |
|------------------|---|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Tim Eagan, Commissioner |
| SECONDER: | Jim Slanetz, Commissioner |
| AYES: | Eagan, Lipton, Nieves, Hill, Gourlay, Slanetz |


 Baird Gourlay, Chairman

ATTEST:

 Robin Crotty
 Secretary