



# Ketchum Urban Renewal Agency

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

## Regular Meeting

~ Minutes ~

Monday, June 19, 2017

2:00 PM

Ketchum City Hall

**Present:** Chairman Baird Gourlay  
Commissioner Cameron Packer  
Commissioner Gary Lipton  
Commissioner, Jim Slanetz  
Vice Chair Mark Nieves  
Commissioner Shelley Seibel

**Absent:** Commissioner, Jae Hill

**Staff Present:** Micah Austin, Director of Planning and Building  
Ryan Armbruster – URA Attorney  
Grant Gager – Finance Director  
Robin Crotty, Secretary

**1. 2:00 PM- CALL TO ORDER**

Meeting called to order by Chair Baird Gourlay at 2:00 pm.

**2. CONSENT CALENDAR**

**a. Approval of Minutes: May 15, 2017 Regular Meeting**

**b. Approval of Current Bills:**

Motion to approve consent calendar.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Gary Lipton, Commissioner
<b>SECONDER:</b>	Jim Slanetz, Commissioner
<b>AYES:</b>	Lipton, Nieves, Packer, Gourlay, Slanetz, Seibel
<b>ABSENT:</b>	Jae Hill

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

Vice Chair Mark Nieves asked for the results of the RFP for the Warm Springs Sidewalk.

Director Planning & Building Micah Austin talked about the timeline and advised that the update will be sent to the board by email. Chair Baird Gourlay advised that the bids came in higher than expected.

Commissioner Gary Lipton asked when the board will get a tour thru the Limelight Hotel. Director of Planning & Building Micah Austin will schedule for July. He also talked about the KURA putting in part of the funds for the sidewalk. Chair Baird Gourlay advised that it's too early to have that conversation.

**4. COMMUNICATIONS FROM THE PUBLIC**

No comments

**5. NEW BUSINESS****a. Presentation and proposal from William Pattnosh, representing Eye on Sun Valley, to use the digital screens at 491 Sun Valley Road (Micah Austin, Planning and Building Director)**

William Pattnosh Eye on Sun Valley advised that he contacted Aaron Pearson and talked about the tests that were done. He talked about bonding and insurance and paperwork that Commissioner Gary Lipton asked for and advised that he has all that with him. He talked about Century Links involvement with the screens. He currently uses Cox Communication in other locations. Director of Planning & Building Micah Austin advised that the Century Link fee is \$359 per month. Micah Austin is exploring the possibility of breaking the contract with Century Link but has not received an answer. William Pattnosh clarified that no one can tap into the screens. He explained the insurance aspect and all that is covered. He advised that they are ready and excited and feels they can do a good job celebrating the Wood River Valley. Chair Baird Gourlay asked if a lease would come back to the KURA. William Pattnosh would like a testing period of two years but is open to that. Baird Gourlay questioned if Eye on Sun Valley is going to pay the KURA a monthly fee. William Pattnosh explained that he is suggesting they take over all the fees and not pay a monthly user fee. Commissioner Gary Lipton questioned the feasibility of renting without a fee. He expressed that he would like to see the board receive compensation in the amount of \$500 a month. Micah Austin explained that a sample contract is in the packet. Commissioner Shelley Seibel questioned if other locations where the screens are located charge a monthly fee. William Pattnosh responded no. He clarified that the screens are interactive but they will be only projecting. Shelley Seibel is in favor of removing the cost and doing a trial period. Commissioner Jim Slanetz thinks it is an opportunity for everybody. Vice Chair Mark Nieves questioned how much service we receive each month from Aaron Pearson. He would like a clause added to the contract that would protect us if they pull out. He is not concerned about getting a kick back but would like the KURA to get free advertising when needed for events and would like that added to the contract. William Pattnosh was in agreement. Commissioner Cameron Packer agreed with Vice Chair Mark Nieves

Chair Baird Gourlay opened the meeting up to the public.

Ally Swindley - Current tenant talked about improving or expanding their space. She explained that until they know where they stand with the building that the KURA not let another tenant in the building. She advised against ads but was ok with the editorials.

William Pattnosh talked about what is currently being displayed and the content of what he would be putting on the screen.

Commissioner Gary Lipton talked about what the chamber advertises in that space.

Jane Rizzo said that she does not have enough information on what will be advertised on those screens to voice an opinion however since the KURA owns the asset they should receive revenue.

Jon Duval Executive Director of KIC said that currently those screens are not being utilized and to put local news up would be a fantastic idea.

Chair Baird Gourlay asked if Eye on Sun Valley would be open to using 5 of the screens and leave one for SVMA and still take over all the expenses. William Pattnosh said he would consider it. He voiced frustration over the fact that the screens have been empty for all this time and now that he is expressing an interest others are jumping on board. Baird Gourlay also suggested \$1.00 per screen per month. Commissioner Jim Slanetz agreed with Jane Rizzo and would like to receive revenue.

Alley Swindley advised what Starbucks is currently running on those screens

Director of Planning & Building Micah Austin clarified that there are 6 tablets and 4 tv screens. The TV screens Ally Swindley is using, the 6 tablets are what William Pattnosh is talking about.

Chair Baird Gourlay directed KURA Attorney Ryan Armbruster to incorporate the following into a contract: If William Pattnosh walks away he will be responsible to put the technology back, trial for a one year length of time, one dollar a month, terminate maintenance contract with Aaron Pearson, terminate the Century Link contract, Eye on Sun Valley will take over maintenance of the 6 screens.

KURA Attorney Ryan Armbruster suggested the motion to authorize Chair Baird Gourlay and administrator based on the direction given today

**Motion to allow Chair Baird Gourlay to sign the order with changes noted by Attorney and to move forward with Eye on Sun Valley to utilize the screens**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Gary Lipton, Commissioner
<b>SECONDER:</b>	Jim Slanetz, Commissioner
<b>AYES:</b>	Lipton, Nieves, Packer, Gourlay, Slanetz, Seibel
<b>ABSENT:</b>	Jae Hill

**b. Request for KURA funding from Ketchum Community Development Corporation (KCDC) for non-infrastructure costs associated with operation of the Ketchum Innovation Center (Micah Austin, Planning and Building Director)**

Commissioner Gary Lipton advised that he is requesting the board to consider funding the \$7500 that KIC is short. Executive Director Jon Duval explained why there is a short fall. Chair Baird Gourlay expressed that he agrees with what KIC is doing. Director of Planning & Building Micah Austin clarified that this is a supplement to the contract. Baird Gourlay asked for comments from the board. Vice Chair Mark Nieves asked for an itemized list of the short fall. Jon Duval explained in detail.

**Motion for KURA to supplement KIC \$6500 in this fiscal year.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Gary Lipton, Commissioner
<b>SECONDER:</b>	Shelley Siebel, Commissioner
<b>AYES:</b>	Lipton, Nieves, Siebel, Packer, Gourlay, Slanetz
<b>ABSENT:</b>	Jae Hill

**c. Consideration of Resolution 17-URA6, providing a general direction to transfer real property from the KURA to the City of Ketchum (Ryan Armbruster, KURA Attorney)**

Chair Baird Gourlay explained that Director of Planning & Building Micah Austin put this on the agenda after the joint meeting with the City. Baird Gourlay explained his concerns. He would like the KURA to do a housing project with the City but advised that the City would have a much more difficult time selling this property than the KURA. He does not feel the KURA would be getting rid of a problem due to the debt service. Commissioner Gary Lipton talked about the sale price of his building and expressed his opinion and advised that he is in favor of transferring the building to the City. Commissioner Jim Slanetz explained that he is neutral. If it is easier to juggle things if it is a KURA building over a City building than he is in favor of keeping the building. Vice Chair Mark Nieves is in favor of transferring the property and suggested doing a housing project on the Dollhouse lot and see where that goes first. He would like to

see what the timeline looks like. Commissioner Cameron Packer said the City would be able to capitalize on that building as an asset and therefore they would be a better owner. Commissioner Shelley Seibel agrees with Mark Nieves and does not want to rush into doing anything.

Chair Baird Gourlay directed Director of Planning & Building to continue this to the next meeting.

Commissioner Gary Lipton disclosed that he received an email regarding a bank wanting to purchase a commercial property.

**d. Approval of a property manager for 491 Sun Valley Rd (Micah Austin, Planning and Building Director)**

Director of Planning & Building Micah Austin presented the proposals from All Star and Eagan Real Estate. The difference between the two bids is \$632.00. He put the question out to the commissioners for a decision.

Chair Baird Gourlay opened this up to the board. Cameron Packer is inclined to go with who is familiar with the building which is All Star. Vice Chair Mark Nieves asked Director of Planning and Building Micah Austin if anything is standing out. Micah Austin replied no. Commissioner Jim Slanetz would like to hear from the tenants. Jane Rizzo spoke on behalf of All Star and their working relationship they have had over the past number of years. Commissioners Jim Slanetz and Shelley Seibel are leaning toward All Star. Commissioner Gary Lipton agrees with the board.

**Motion to approve All Star Properties proposal to provide property management services to 491 Sun Valley Road and direct staff to engage this company with a contract for services.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mark Nieves, Vice Chair
<b>SECONDER:</b>	Gary Lipton, Commissioner
<b>AYES:</b>	Lipton, Nieves, Packer, Gourlay, Slanetz
<b>ABSENT:</b>	Shelley Siebel, Jae Hill

**e. Discussion and approval of a lease amendment between the KURA and the Sun Valley Marketing Alliance (SVMA) ending October 31, 2017 (Ryan Armbruster, KURA Attorney)**

Director of Planning & Building Micah Austin talked about the amendment before them. Attorney Ryan Armbruster clarified.

**Motion to extend the lease amendment between KURA and SVMA.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Cameron Packer, Commissioner
<b>SECONDER:</b>	Jae Hill, Commissioner
<b>AYES:</b>	Lipton, Nieves, Hill, Packer, Gourlay, Slanetz
<b>ABSENT:</b>	Shelley Siebel

**f. Consideration of amending Resolution 16-URA3, Participation Policy, to provide guidelines for funding projects (Ryan Armbruster, KURA Attorney)**

The agenda item was moved to item A - Attorney Ryan Armbruster and Director of Planning & Building Micah Austin have offered suggestions for amending the participation policy which will provide better discretion for the board to review on a case by case basis. Chair Baird Gourlay voiced concerns and Ryan Armbruster explained how the new participation policy would work. Director of Planning & Building

Micah Austin voice his concerns about the new language. Commissioner Jim Slanetz is against changing the policy. Vice Chair Mark Nieves expressed his concerns regarding the change. Commissioner Cameron Packer is concerned about the lack of clarity. Chair Baird Gourlay expressed his concern about the changes and gave suggestions on the change. Commissioner Gary Lipton is leaning toward not changing. Commissioner Shelley Seibel is open to Baird Gourley’s suggestion to the change. Baird Gourlay asked for this to be moved to the next meeting for a decision. Attorney Ryan Armbruster and Micah Austin will continue to make changes as directed by the commissioners in this meeting. It was decided to continue to move forward with Doug Web's request.

**g. Discussion and approval of capital expenses and possible agreements with the City of Ketchum related to construction of a public parking lot at the Dollhouse Property (Micah Austin and Grant Gager)**

Director of Planning & Building Micah Austin explained the template in the packet. There was a discussion regarding the KURA paying for some of the paving of the paved parking lot. He talked about where the funds would come from. Treasurer Grant Gager talked about what would be included and the cost.

There are two choices to be made regarding the type of lease agreement and terms and if the board wants to participate. What was received from McAlvain was discussed.

Commissioner Jim Slanetz is not against improvements but is hesitant until he knows what the long-term plan is for this property. Chair Baird Gourlay believes that the city will make this a paid parking lot and that will give the KURA an idea if building a structure would be a way to go. Commissioner Shelley Seibel questioned the length of time were talking. Baird Gourlay advised 2 to 5 years. He would not want to put \$75,000 into a one year commitment. Commissioner Gary Lipton would like to put up the \$75,000 but still does not agree with Treasurer Grant Gager’s numbers and suggested adding an exit clause. He suggested that whatever we charge for rent that the KURA match to pay down the debt. He clarified that the revenue would go to the City. Commissioner Cameron Packer thinks this is a good short-term solution. Chair Baird Gourlay agreed.

KURA Attorney Ryan Armbruster explained that this is a license agreement. The City cannot enter into a lease for longer than 1 year and that is the way the agreement is currently written that is in the current KURA Packet. Commissioner Gary Lipton asked the status of Argyros and Trail Creek. Director of Planning & Building Micah Austin explained that both projects are in good standing. The Commissioners agree with the with one year commitment.

Chair Baird Gourlay clarified the change to include a fee of \$2,000 a month, \$75,000 to be received from the KURA and an environmental clause be added to the license agreement.

**Motion to move forward on the parking lot and have the KURA Attorney draw up and agreement and authorize the Chair to sign.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Gary Lipton, Commissioner
<b>SECONDER:</b>	Shelley Seibel, Commissioner
<b>AYES:</b>	Lipton, Nieves, Packer, Gourlay, Slanetz
<b>ABSENT:</b>	Shelley Siebel, Jae Hill

**h. Discussion and approval of budget timeline for Fiscal Year 2018 (Grant Gager, Finance Director)**

Finance Director Grant Gager presented a timeline. SVED, and KCDC will be present at next meeting and at that time Director of Panning & Building Micah Austin will have revenue and expenses budgeted. He talked about the formula used in the past and how to proceed. He suggested moving the budget

meeting to August and then approve in September. Chair Baird Gourlay directed to move the 491-property discussion to August. Commissioner Gary Lipton questioned if the KURA will get Limelight money in the next fiscal year. Micah Austin confirmed. Ryan Armbruster clarified that the budget deadline is September 1<sup>st</sup> and suggested Micah Austin and Grant Gager work on the calendar.

## 6. OLD BUSINESS

### a. CONTINUED FROM MAY 15: Request for KURA funding from Doug Webb for public improvements related to the 8th and Washington mixed-use project (Micah Austin, Planning and Building Director)

Director of Planning & Building Micah Austin refreshed the Commissioners memory in regard to the 8<sup>th</sup> & Washington project. Total requested for this project is \$114,000. Micah Austin clarified that the request and the estimate were different numbers.

Applicant Doug Webb advised that they are making improvements to the property. He explained how well the property has worked over the years and explained what they are proposing in changes and improvements and why. Commissioner Jim Slanetz questioned the proposed design. Doug Webb explained that he is willing to pay for the improvements on his property but is requesting the KURA pay for the improvements to the public areas. Commissioner Gary Lipton questioned what other businesses are powered by those transformers and Doug Webb explained. Chair Baird Gourlay asked Director of Planning & Building Micah Austin to talk about the value of the development. Micah Austin explained page 42 item #3. 1.9 Million will be the assessed value at the completion of the project and talked about the calculations that the KURA would use. The formula was discussed.

Chair Baird Gourlay stated that Option 1 makes sense for the project specifically - \$16,830. Option 2 is a much grander picture and this may need to be discussed with the City. Commissioner Jim Slanetz questioned why Idaho Power placed those boxes where they currently are. Director of Planning & Building Micah Austin speculated as to the reason and to the cost of now moving those boxes. Commissioner Gary Lipton likes the idea of adding 4 parking spots. Commissioner Jim Slanetz advised we should ask Idaho Power to move the boxes. Gary Lipton would like to help Doug Web. Doug Web explained that the transformer is in the City right of way. He explained all the obstacles of leaving the transformer where it is. Commissioner Shelley Seibel would like to involve Idaho Power as well as the City of Ketchum. Micah Austin will talk to Idaho Power. Vice Chair Mark Nieves would also like to see Idaho Power and the City of Ketchum help Mr. Webb. He offered suggestion as to a timeline. Commissioner Cameron Packer agreed with Mark Nieves that if Idaho Power would help than option B is ok, if not then she would like to go with Option A. Baird Gourlay suggested a BID for the properties that are affected. If so then there would be 4 entities involved (Mountain Rides, Mr. Web, KURA and the City of Ketchum). That is the direction he would like to go with Option B. He would like to work with Micah Austin on this and bring this back to the next meeting. Micah Austin will bring back the participation policy as the next meeting as well as a resolution for Mr. Web's property. Baird Gourlay clarified the tax benefit of this project.

KURA Attorney Ryan Armbruster explained that a BID for two properties might be cumbersome. An agreement might be a better way to go.

### b. Update from Dick Fosbury on power line undergrounding efforts

Dick Fosbury is not present. Chair Baird Gourlay explained that he is working on the hookup fees with Idaho Power and the cost sharing on the properties that are effected.

7. LEGISLATIVE UPDATES (Ryan Armbruster, KURA Attorney)

Nothing to report on legislative update.

8. STAFF REPORTS

a. Update on RFP for tenant at 491 Sun Valley Road

Director of Planning & Building Micah Austin talked about the Mezzanine space at 491 Sun Valley Rd. He has sent out an RFP and has had no response. He asked commissioners for direction on how to proceed. Vice Chair Mark Nieves suggested bringing it up at the Council meeting for City space. Chair Baird Gourlay suggested it possibly be used for a nonprofit. This will be brought back up at the next meeting.

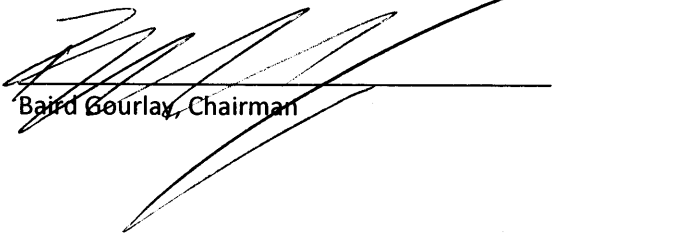
9. Executive Session—To communicate with legal counsel to discuss the legal ramifications of and legal option for pending litigation or controversies not yet being litigated but imminently likely to be litigated. Idaho Code Section 74-206(1)(f)

No executive session

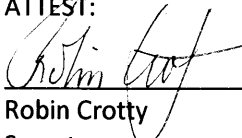
10. ADJOURNMENT

Motion to adjourn at 4:33 p.m.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Baird Gourlay, Chair
<b>SECONDER:</b>	Shelley Seibel, Commissioner
<b>AYES:</b>	Packer, Lipton, Nieves, Gourlay, Slanetz, Seibel, Hill
<b>ABSENT:</b>	Nieves



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Baird Gourlay, Chairman

ATTEST:  
  
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 Robin Crotty  
 Secretary