



# Ketchum Urban Renewal Agency

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

## Regular Meeting

~ Minutes ~

Monday, July 17, 2017

1:00 PM

Ketchum City Hall

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

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

- 1. 1:00 PM- SITE VISIT AT LIMELIGHT HOTEL, Board members will meet outside the hotel plaza on Washington Avenue.**

The URA Board met at the Limelight Hotel for a site visit at 1:00 p.m.

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

Meeting called to order at 2:07 p.m. by Chair Baird Gourlay

Chair Baird Gourlay advised the commission that \$1.5M of KURA money was dedicated to the Limelight project. \$200,000 will be coming back since they did not do heated sidewalks. Director of Planning & Building Micah Austin advised that final figures will be presented at a later date. The 8 year pay back was discussed.

Commissioner Gary Lipton questioned the "stuff" that Director of Planning & Building Micah Austin is talking about regarding the remainder of what is left to spend. Micah Austin explained the time frame, costs and reimbursement procedure.

- 3. CONSENT CALENDAR**

- a. Approval of Minutes: June 19, 2017 Regular Meeting**

Chair Baird Gourlay asked for questions and corrections. Cost of parking lot design was discussed.

- b. Approval of June 1, 2017 SPECIAL MEETING (Joint meeting)**

- c. Approval of Current Bills: see packet**

**Motion to approve consent calendar.**

**ADOPTED [UNANIMOUS]****MOVER:** Baird Gourlay, Chair**SECONDER:** Gary Lipton, Commissioner**AYES:** Lipton, Nieves, Siebel, Packer, Scovell, Gourlay, Slanetz**4. COMMUNICATIONS FROM THE BOARD OF COMMISSIONERS**

Chair Baird Gourlay welcomed Susan Scovell to the Commission.

Vice-Chair Mark Nieves questioned bids for the sidewalks for Warm Springs. Director of Planning & Building Micah Austin advised the status of the project.

Commissioner Jim Slanetz advised that \$14,000 was raised for the Skate Park.

Commissioner Gary Lipton asked if council was going to contribute to the Warm Springs Sidewalk project. Chair Baird Gourlay did not feel he could answer that question until all bids are in. Treasurer Grant Gager explained Mayor Nina Jonas's budget and where it stands on that project.

**5. COMMUNICATIONS FROM THE PUBLIC**

Chair Baird Gourlay asked for communication from the public. There was none.

**6. NEW BUSINESS****a. Discussion and approval of Resolution 17-URA6, amending Resolution 16-URA3, Participation Policy, to provide guidelines for funding projects**

KURA Attorney Ryan Armbruster talked about the participation policy and the amendments that have been made per the boards direction. The building permit and refund process was explained. The resolution is before the commission. Chair Baird Gourlay explained the only change they are proposing.

Commissioner Gary Lipton asked if a building permit is required for demolition. Director of Planning & Building Micah Austin explained the demolition permit process. Gary Lipton is questioning the reason the Argyros Theater has not come before them to ask for money. KURA Attorney Ryan Armbruster explained that Argyros has 30 days from the time of filing for a building permit to bring a request forward. Micah Austin explained the difference in applying and being approved for a building permit and advised if this ordinance is approved he will call Argyros and make them aware. Commissioner Gary Lipton is not in favor of funding anything to Argyros. Chair Baird Gourlay explained that Gary Lipton is talking about one project and they are looking at all projects. Ryan Armbruster explained that funding is always up to the Commission. Commissioner Susan Scovell questioned the timing of having to request funding. Chair Baird Gourlay would like to move forward with this Resolution and explained it is exactly what the board talked about. Commissioner Shelly Seibel questioned how we can make people aware of this provision going forward. Baird Gourlay suggested creating a flyer that would be given out when a building permit is submitted. Commissioner Jim Slanetz questioned how the board would like to go forward with small or large projects. Baird Gourlay talked about the timing of projects and eligibility.

**Motion to approve Resolution 17-URA6, thereby amending the Participation Policy for all funding requests.**

<b>RESULT:</b>	<b>ADOPTED [5 TO 2]</b>
<b>MOVER:</b>	Susan Scovell, Commissioner
<b>SECONDER:</b>	Shelley Siebel, Commissioner
<b>AYES:</b>	Nieves, Siebel, Packer, Scovell, Gourlay
<b>NAYS:</b>	Gary Lipton, Jim Slanetz

**b. Discussion and approval of Resolution 17-URA7, dedication \$75,000 toward construction of a public parking lot on KURA property**

Director of Planning & Building Micah Austin talked about the decision of the \$75,000 contribution and about the lease to the City for \$2,000 a month. There is a license agreement in the packet. He is asking the board to approve the Chair to sign with City approval.

Attorney Ryan Armbruster talked about the license agreement. It is the same format as with McAlvain. The term is August 1 to Sept. 30. He talked about the particulars in the contract including what the \$75,000 should be used for. The timeline was discussed. Director of Planning & Building Micah Austin would like to have this bill paid this fiscal year or they would have to transfer the funds to next year's budget.

Treasurer Grant Gager explained that Sherry Newland would be the project manager.

Commissioner Gary Lipton suggested after 3 years the KURA should be allowed to raise the rent.

**Motion to adopt resolution 17-URA7.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Baird Gourlay, Chair
<b>SECONDER:</b>	Gary Lipton, Commissioner
<b>AYES:</b>	Lipton, Nieves, Siebel, Packer, Scovell, Gourlay, Slanetz

**c. Discussion and approval of Advertising Display Agreement between the KURA and Eye on Sun Valley**

Director of Planning & Building Micah Austin has been working with Michael Hobbs and Aaron Pearson. Aaron Pearson sent his last invoice. He explained that we can terminate the contract with Century Link however the cost of termination is not in the contract.

**Motion to approve as presented with the following changes. Upon termination, they need to pay restoration costs and they are responsible for internet access at their cost and the URA would be able to utilize a screen and then the chairman can sign.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mark Nieves, Vice Chair
<b>SECONDER:</b>	Susan Scovell, Commissioner
<b>AYES:</b>	Lipton, Nieves, Siebel, Packer, Scovell, Gourlay, Slanetz

**d. Discussion and approval of tentative budget for Fiscal Year 2018.**

Treasurer Grant Gager presented the Levy forecast which is a 5% increase for FY18. He talked about the revenue and debt service. Net revenue is about \$842,000. He asked for specificity in the budget as in Mr. Webb's projects and asked the board if there are any other contracts they would like to enter into.

Commissioner Gary Lipton asked if there are any funds being transferred from FY 17 to FY 18. Treasurer Grant Gager went over the funding.

In-Lieu housing and how the KURA can help fund was discussed.

Chair Baird Gourlay would like to talk about projects. Director of Planning & Building Micah Austin went over page 3 of the budget and explained that the two main categories are Infrastructure and Economic Development Projects. How much was funded to KIC was discussed. Commissioner Gary Lipton asked when the next stop gap is for the Auberge Hotel and when the next deadline is. Micah Austin advised it is in 17 months from now and talked about the 6-month time frame they have for employee housing after completion of the hotel.

Director of Planning & Building Micah Austin talked about adding additional projects and how the board can move forward. Vice Chair Mark Nieves questioned the payment schedule. Treasurer Grant Gager talked about the forecast revenue for FY18. Micah Austin talked about how we get to those forecasted numbers.

**Motion to tentatively approve the budget as presented at this meeting authorizing Micah Austin and Grant Gager to prepare the required public hearing notice to be published and to set the public hearing for the August 22, 2017 meeting.**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Baird Gourlay, Chair
<b>SECONDER:</b>	Gary Lipton, Commissioner
<b>AYES:</b>	Lipton, Nieves, Siebel, Packer, Scovell, Gourlay, Slanetz

**7. 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 distributed a handout which Doug Webb will explain and went over the staff report. With the passing of Resolution URA- 6 the application is now compliant. Micah Austin explained option 1 and a 3 year pay back. He then talked about option 2 which will straighten out the sidewalk and move transformers. He talked about the benefits and asked if the benefits are in line with the mission this board has. He explained this is a discretionary decision of the board. Attorney Ryan Armbruster clarified the second option. Commissioner Gary Lipton questioned the payback timeline. KURA Attorney Ryan Armbruster explained that if the obligation is not paid by 2030 the obligation is over. Micah Austin advised that the KURA could pay it which he would recommend for option one. For option 2 the board would need to weigh in on the payback decision. Gary Lipton talked about projects that will not get paid back. Commissioner Cameron Packer questioned the red parking spaces on the map in front of them. Micah Austin explained the spaces are red because the road is skewed.

Doug Webb presented to the commissioners how he wants to move the transformers. The cost of moving them is \$50,000. (forecasted number) He advised that he thinks this is a city project and talked about the cost of the retaining walls. Doug Webb said he would be building the retaining walls. He said Mountain Rides needs to go before their board for approval. The work would be done next Spring after the mountain closes. Design of the sidewalk was discussed as well as timing and bonding of the project.

Chair Baird Gourlay summarized. Option 1 - This is a traditional URA project. \$16,830 would be paid by Mr. Webb and the KURA would pay back immediately for accounting reasons. Director of Planning & Building Micah Austin advised that this has been done in the past. Baird Gourlay opened this option up

to the Board for discussion. Commissioner Jim Slanetz is against Option 1 - Everybody else was ok with option 1.

Commissioner Jim Slanetz does not want to set a precedent with Option 1. He sees this as an isolated project and does not see the greater community benefit. Chair Baird Gourlay said this project is mixed use and talked about what Doug Webb would be providing to the community.

Attorney Ryan Armbruster suggested to approve the request set forth in option 1 and authorize Micah Austin and Ryan Armbruster to fund this project on completion of the certificate of occupancy. All the improvements have to comply with city ordinances and it has to be signed and then we would cut a check to the developer for the invoiced amount of \$16,830.

**Motion to Empower the chair to sign option 1 for the funding amount of \$16,830 to Mr. Webb for project on 191 8<sup>th</sup> Street**

<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, Siebel, Packer, Scovell, Gourlay
<b>NYES:</b>	Slanetz

Option 2 – Chair Baird Gourlay explained that he believes this is a city project and a conversation would need to be had with Mayor, Council, and administrator to be able to move forward. He suggested that an engineer look at the project to get more exact costs. Commissioner Jim Slanetz would like to leverage Idaho Power to move the boxes. He talked about the retaining wall, sidewalks, and parking spaces. Director of Planning & Building Micah Austin questioned the power boxes that would go on Mountain Rides property and if they agreed to this. Commissioner Gary Lipton questioned if kids are walking in that area after school. Doug Webb said he has not observed children in that area. Vice Chair Mark Nieves is in favor of the project but would like a discussion with Idaho Power before moving forward. Baird Gourlay would like Idaho Power and the City Engineer involved. Commissioner Susan Scovell questioned why they are not being moved into the alley. Micah Austin explained accessibility and the proposed location being a better option. Doug Webb questioned if the KURA would be able to help Mountain Rides. Attorney Ryan Armbruster clarified that this would hopefully be an Idaho Power and City project. He does not see this being a Mountain Rides project. Doug Web is willing to participate with the retaining wall.

Chair Baird Gourlay clarified that the URA is in agreement with moving forward. He directed staff to contact Idaho Power and a utilities engineer. Director of Planning & Building Micah Austin will work with City Administrator Suzanne Frick on this and put it on the next agenda.

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

Dick Fosbury is not present. No update. Chair Baird Gourlay will get an update from Dick Fosbury and will present at the next meeting.

**8. LEGISLATIVE UPDATES (Ryan Armbruster, KURA Attorney)**

Nothing to report

9. STAFF REPORTS

a. Update on selection of a consultant to complete the Northwood Natural Area study for public access.

Director of Planning & Building Micah Austin advised that this is a City project the KURA is funding. This topic is just to update the URA. He talked about the selection process and about the study. Commissioner Gary Lipton questioned how much the KURA would want to put toward this since the property was under 4 feet of water. He believes a study needs to be completed. RIO was cheaper by \$13,000. Chair Baird Gourlay gave the background of the property.

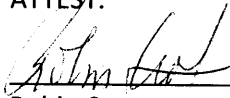
10. ADJOURNMENT

Motion to adjourn at 4:33 p.m.

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

  
Baird Gourlay, Chairman

ATTEST:

  
Robin Crotty  
Secretary